



Freedom To Create. Spirit To Achieve.

# Seniors and Community Supports

**Annual Report**  
2009-2010

**Government of Alberta** ■



# Seniors and Community Supports

## Annual Report

2009-2010

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## Preface

The Public Accounts of Alberta are prepared in accordance with the *Financial Administration Act* and the *Government Accountability Act*. The Public Accounts consist of the annual report of the Government of Alberta and the annual reports of each of the 24 Ministries.

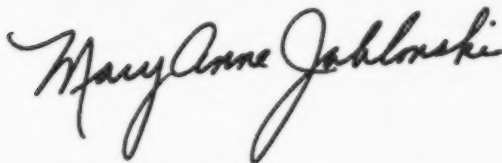
The annual report of the Government of Alberta released June 24, 2010 contains Ministers' accountability statements, the consolidated financial statements of the Province and *The Measuring Up* report, which compares actual performance results to desired results set out in the government's business plan.

**This annual report of the Ministry of Seniors and Community Supports contains the Minister's accountability statement, the audited consolidated financial statements of the Ministry and a comparison of actual performance results to desired results set out in the Ministry business plan. This Ministry annual report also includes:**

- **the financial statements of entities making up the Ministry including the Department of Seniors and Community Supports and Crown-controlled corporations for which the Minister is responsible,**
- **other financial information as required by the *Financial Administration Act* and *Government Accountability Act*, either as separate reports or as a part of the financial statements, to the extent that the Ministry has anything to report.**

## Minister's Accountability Statement

The Ministry's annual report for the year ended March 31, 2010, was prepared under my direction in accordance with the *Government Accountability Act* and the government's accounting policies. All of the government's policy decisions as at September 10, 2010 with material economic or fiscal implications of which I am aware have been considered in the preparation of this report.



Mary Anne Jablonski  
Minister of Seniors and Community Supports

## Message from the Minister



As the Minister of Seniors and Community Supports, I am pleased to present the Ministry's annual report for the 2009-10 fiscal year. I am honoured to work with dedicated staff and our diverse stakeholders to support the independence and well-being of seniors and Albertans with disabilities. The Ministry's budget, totalling almost \$2 billion, supports the provision of programs and services to seniors and persons with disabilities.

Improving availability and choice in Alberta's continuing care system continued to be a priority in 2009-10. We committed \$50 million in capital grant funding through the Affordable Supportive Living Initiative (ASLI) to help develop 618 new affordable supportive living and lodge spaces across the province and upgrade another 86 spaces.

In April 2009, Premier Stelmach asked me to lead a review of social-based assistance programs and services across government to ensure they are citizen-centred, aligned and integrated. Our Ministry is collaborating with Employment and Immigration, Children and Youth Services, Housing and Urban Affairs and Service Alberta in this multi-year effort. This review will provide a basis for simplifying access and transitions between programs, improving outcomes for clients, enhancing efficiency, and informing future program development. In 2009-10, the initiative began by developing several promising pilot projects designed to make it easier for Albertans to access the services and information they need. These projects will allow Albertans to access information on social-based programs and services through their choice of a common Alberta Supports web portal, an Alberta Supports telephone contact centre, and various in-person test sites.

This year, we completed important work improving key legislation that protects vulnerable Albertans. The new *Adult Guardianship and Trusteeship Act* provides more choices for people who need help making decisions and provides more safeguards for vulnerable adults. The new *Supportive Living Accommodation Licensing Act* and the accompanying regulations better reflect the current continuing care system in Alberta, and include updates to the provincial accommodation standards. The new *Protection for Persons in Care Act* enhances the prevention of abuse of adults receiving publicly funded care or support services by clarifying responsibilities and strengthening accountability of service providers. To further align these three pieces of protective legislation, we created a single toll-free Information and Reporting Line to make it easier for Albertans to report concerns about abuse, accommodation standards or the actions of a co-decision maker, guardian or trustee.

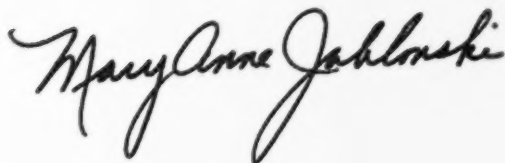
In 2009-10, we continued working with our partners to support Alberta's vibrant seniors. I had the honour of co-chairing, with the Honourable Marjory LeBreton, Leader of the Government in the Senate and Minister of State (Seniors), the 2009 Meeting of Federal/Provincial/Territorial Ministers Responsible for Seniors. It was a great opportunity to explore issues of importance to seniors and those who support them. As a Ministry, we also enhanced support for lower-income seniors. The maximum monthly benefit under the Alberta Seniors Benefit (ASB) program increased \$40 for single seniors and \$60 for senior couples. The qualifying income thresholds for the ASB were also increased, making approximately 6,000 more seniors eligible for the ASB.

Strengthening support for Albertans with disabilities was also a priority this year. The monthly maximum benefit under the Assured Income for the Severely Handicapped (AISH) program was

increased by \$100. We also developed and began implementing six Priority Actions that will make the Persons with Developmental Disabilities (PDD) program more consistent across the province, more responsive to individual needs, including those with complex needs, and more effective and efficient in the way it is administered. Together, these priority actions will ensure the program can continue to support those who need it for years to come.

In 2009, each government ministry took action by looking internally at ways to more efficiently provide services to Albertans. The collective savings resulting from those efforts helped lower the deficit and improve the government's fiscal position. In 2010-11, we will continue to look for ways to work more efficiently. In the year to come, we will work closely with other ministries to simplify access to services offered across government for those most in need. We will also maintain our province's commitment to improve choice and availability in the continuing care system.

I would like to extend my personal thanks to all the hardworking staff who contributed to the success of the Ministry over this last year. We will build on these accomplishments as we continue to promote the best possible well-being and independence of seniors and persons with disabilities.



*Mary Anne Jablonski*  
Minister

## Management's Responsibility for Reporting

The Ministry of Seniors and Community Supports includes the Department of Seniors and Community Supports, the Seniors Advisory Council for Alberta, the Premier's Council on the Status of Persons with Disabilities, and the Persons with Developmental Disabilities Community Boards.

The executives of the individual entities within the Ministry have the primary responsibility and accountability for the respective entities. Collectively, the executives ensure the Ministry complies with all relevant legislation, regulations and policies.

Ministry business plans, annual reports, performance results and the supporting management information are integral to the government's fiscal and business plans, annual report, quarterly reports and other financial and performance reporting.

Responsibility for the integrity and objectivity of the consolidated financial statements and performance results for the Ministry rests with the Minister of Seniors and Community Supports. Under the direction of the Minister, I oversee the preparation of the Ministry's annual report, including consolidated financial statements and performance results. The consolidated financial statements and the performance results, of necessity, include amounts that are based on estimates and judgments. The consolidated financial statements are prepared in accordance with the Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The performance measures are prepared in accordance with the following criteria:

- Reliability – Information agrees with the underlying data and the sources used to prepare it.
- Understandability and Comparability – Actual results are presented clearly and consistently with the stated methodology and presented on the same basis as targets and prior years' information.
- Completeness – Performance measures and targets match those included in Budget 2009. Actual results are presented for all measures.

As Deputy Minister, in addition to program responsibilities, I establish and maintain the Ministry's financial administration and reporting functions. The Ministry maintains systems of financial management and internal control which give consideration to costs, benefits, and risks that are designed to:

- provide reasonable assurance that transactions are properly authorized, executed in accordance with prescribed legislation and regulations, and properly recorded so as to maintain accountability of public money;
- provide information to manage and report on performance;
- safeguard the assets and properties of the Province under Ministry administration;
- provide Executive Council, Treasury Board, the Minister of Finance and Enterprise and the Minister of Seniors and Community Supports any information needed to fulfill their responsibilities; and
- facilitate preparation of Ministry business plans and annual reports required under the *Government Accountability Act*.

In fulfilling my responsibilities for the Ministry, I have relied, as necessary, on the executive of the individual entities within the Ministry.

A handwritten signature in black ink, reading "Robert Bhatia". The signature is fluid and cursive, with the first name "Robert" and last name "Bhatia" clearly distinguishable.

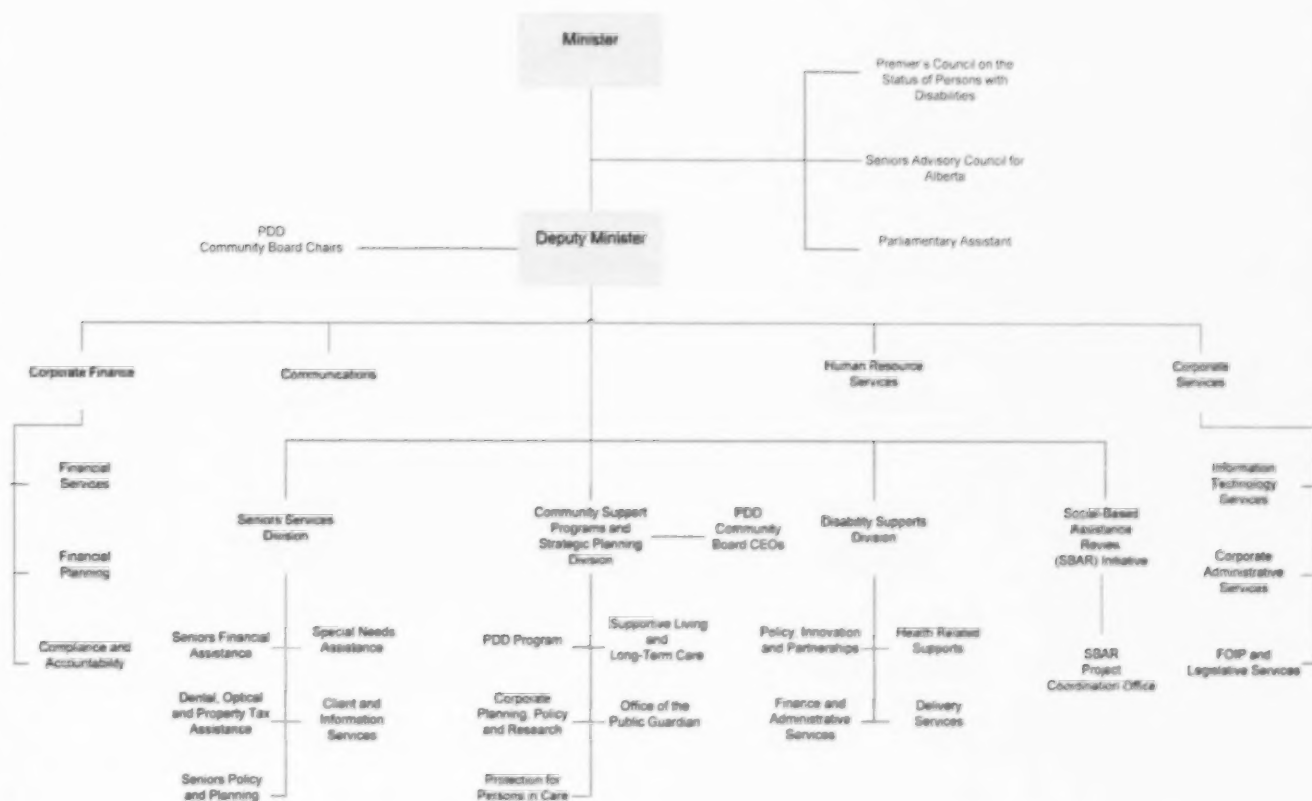
*Robert Bhatia*  
*Deputy Minister*  
*September 7, 2010*

# Results Analysis

## Ministry Overview

### Operational Overview

The Ministry consists of the Department of Seniors and Community Supports, the Seniors Advisory Council for Alberta, the Premier's Council on the Status of Persons with Disabilities and the Persons with Developmental Disabilities (PDD) Community Boards.



The Department includes three divisions: Seniors Services, Disability Supports, and Community Support Programs and Strategic Planning. The Social-based Assistance Review initiative is led by the Ministry and coordinated through a central project coordination office jointly staffed by the partnering ministries. Corporate functions support department-wide operations. The organizational chart and operational overview reflect the structure of the Ministry as at March 31, 2010.

## Seniors Services Division

The Seniors Services Division is responsible for:

- Delivering the Alberta Seniors Benefit (ASB) program, which provides monthly cash benefits to over 143,000 low-income seniors across the province.
- Administering the Special Needs Assistance for Seniors (SNA) program, which provides lump-sum cash payments to eligible low-income seniors toward the purchase of allowable one-time or extraordinary expenses.
- Delivering the Dental and Optical Assistance for Seniors programs, which provide financial assistance for dental treatment to more than 83,000 seniors and assist almost 38,000 seniors with the cost of eye glasses.
- Delivering the Education Property Tax Assistance for Seniors (EPT) program, which provides an annual rebate to senior households in Alberta to cover the year-to-year increases in the education portion of their property tax over the senior's base year amount. This program has also partnered with a number of municipalities to administer local tax rebate programs for seniors.
- Providing information services for seniors, including operating the Seniors Information Line and Seniors Information Services Offices, and publishing the annual *Seniors Programs and Services Information Guide*.
- Undertaking research, policy development and planning activities on issues of relevance to seniors and the aging population.
- Providing support to the Seniors Advisory Council for Alberta.
- Collaborating and liaising with federal, provincial and territorial partners through the Federal/Provincial/Territorial Ministers Responsible for Seniors forum.

## Disability Supports Division

The Disability Supports Division is responsible for:

- Providing financial and health benefits, through the Assured Income for the Severely Handicapped (AISH) program, to more than 40,000 adult Albertans with a permanent disability that substantially limits the person's ability to earn a livelihood. Over 9,000 of these individuals also received personal benefits in 2009-10 to help with extra monthly or one-time needs such as child care or medical supplies.
- Administering the Alberta Aids to Daily Living (AADL) program, which helps over 77,000 Albertans with a long-term disability, chronic illness or terminal illness by providing equipment and supplies for their medically assessed needs.
- Providing grants to help eligible wheelchair users to make their homes more accessible through the Residential Access Modification Program.
- Providing community supports for adults with disabilities through such programs as the Alberta Brain Injury Initiative, the Fetal Alcohol Spectrum Disorder (FASD) initiative, Community Access for People in Continuing Care and Cross Disability Support Services<sup>1</sup>.
- Undertaking research, policy development, planning and coordination to improve access to supports and services for persons with disabilities in Alberta.
- Providing support to the Federal/Provincial/Territorial Council of Ministers Responsible for Social Services as it relates to persons with disabilities.
- Providing support to the Premier's Council on the Status of Persons with Disabilities.

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<sup>1</sup> Prior to 2009-10, Cross-Disability Support Services was named the Program Development for Persons with Disabilities (Gaps in Services) Initiative.

## **Community Support Programs and Strategic Planning Division**

The Community Support Programs and Strategic Planning Division is responsible for:

- Leading policy development and research to improve quality, supply and client choice across the continuing care system in Alberta.
- Developing, monitoring and enforcing compliance with accommodation standards for over 700 supportive living facilities and over 170 long-term care settings across the province; licensing supportive living facilities; and setting long-term care residents' accommodation fees.
- Supporting the development of affordable supportive living units through capital grant programs.
- Supporting approximately 150 seniors' lodges through Lodge Assistance Program grants.
- Developing strategic and financial policy, monitoring the quality of services, and conducting research to support continuous improvement of the Persons with Developmental Disabilities (PDD) program. Through the PDD program, approximately 9,300 individuals with developmental disabilities receive supports to participate in community life and be as independent as possible.
- Providing direct guardianship services through the Office of the Public Guardian (OPG) for over 2,000 dependent adults who are deemed unable to make their own personal, non-financial decisions. The OPG also acts as decision-maker of last resort for formal mental health patients under the *Mental Health Act* and provides education and support for private guardians. As well, the OPG encourages Albertans to plan for a time when they may be unable to make their own personal decisions by writing a legal document called a personal directive.
- Administering the *Protection for Persons in Care Act*, which requires that abuse involving adults receiving government-funded care services is reported and investigated. Under this legislation, the Ministry responds to approximately 450 reports per year.
- Leading and coordinating the Ministry's corporate planning, policy and research activities.

### **Corporate Functions**

#### **Corporate Finance**

Corporate Finance supports the Ministry's financial planning, budgeting, payments and financial accountability activities. Specific areas of activity include budgeting and forecasting, reviewing and monitoring financial transactions, managing financial systems, revenue administration, enterprise risk management, compliance reviews, financial reporting and producing the annual financial statements.

#### **Corporate Services**

Corporate Services is responsible for supporting the Ministry's information technology, administrative services, legislative services, business continuity and disaster recovery planning. As well, Corporate Services coordinates the Ministry's information and records management and administration of Freedom of Information and Protection of Privacy processes.

#### **Human Resource Services**

Human Resource Services is responsible for planning, developing and delivering the Ministry's human resource programs, policies and practices. These efforts support the Alberta Public Service Workforce Plan and include staffing, classification, employee relations, performance management, succession planning, recognition, leadership, learning and development, and workplace health.

## **Communications**

Communications provides advice and support to the Minister and the Ministry on providing clear and timely information to the public about the Ministry's key initiatives, programs and services. Communications also provides consulting services in issues management, media relations, writing, publishing and website content.

## **Boards and Agencies**

### **Persons with Developmental Disabilities Community Boards**

The Persons with Developmental Disabilities (PDD) Community Boards are agents of the Crown as established by the *Persons with Developmental Disabilities Community Governance Act*. Each of the six Community Boards is responsible for the delivery of supports to adults with developmental disabilities within its region. These services assist persons with developmental disabilities to be included in community life and to be as independent as possible.

### **Seniors Advisory Council for Alberta**

The Seniors Advisory Council for Alberta is responsible for advising the province on matters relating to Alberta's seniors. The vision of the Council is to increase the recognition of seniors as one of Alberta's most respected and valuable resources. The Council does so by consulting with seniors, seniors' organizations and others to gather information and provide advice to the Minister regarding seniors' needs.

### **Premier's Council on the Status of Persons with Disabilities**

The mission of the Premier's Council on the Status of Persons with Disabilities is to advise and report to the Government of Alberta on matters relating to Albertans with disabilities. The Council does this by listening to the opinions of the disability community, communicating these ideas and concerns to the Government of Alberta and the broader community, and working with governments, community organizations and other stakeholders toward solutions.



## Review Engagement Report

To the Members of the Legislative Assembly

I have reviewed the performance measures identified as "Reviewed by Auditor General" included in the *Ministry of Seniors and Community Support's 2009-10 Annual Report*. These performance measures are prepared based on the following criteria:

- Reliability – Information agrees with the underlying data and with sources used to prepare it.
- Understandability and Comparability – Actual results are presented clearly and consistently with the stated methodology and presented on the same basis as targets and prior years' information.
- Completeness – performance measures and targets match those included in Budget 2009. Actual results are presented for all measures.

My review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to my Office by the Ministry. My review was not designed to provide assurance on the relevance of these performance measures.

A review does not constitute an audit and, consequently, I do not express an audit opinion on these performance measures.

Based on my review, nothing has come to my attention that causes me to believe that the "Reviewed by Auditor General" performance measures in the Ministry's 2009-10 Annual Report are not, in all material respects, presented in accordance with the criteria of reliability, understandability, comparability, and completeness as described above. However, my review was not designed to provide assurance on the relevance of these performance measures.

*Mehmet N. Saher* CA  
Auditor General

Edmonton, Alberta  
September 9, 2010

## Performance Measures Summary Table

Core Businesses/Goals/Performance Measure(s)		Prior Years' Results				Target	Current Actual
Core Business: Provide Targeted Financial Assistance							
1.	Seniors in need have access to financial assistance to support independence.						
1.a	Difference between Alberta seniors' average total income and the national average for seniors' average total income ‡	+9.4% (2003)	+11.1% (2004)	+13.4% (2005)	+17.6% (2006)	Exceed National Average	+19.4% (2007)
1.b	Assessment time in working days for Special Needs Assistance for Seniors program applications	15 days (2005-06)	10 days (2006-07)	10 days (2007-08)	13 days (2008-09)	9 days	18 days
2.	Albertans with a severe and permanent disability have access to financial assistance that enables them to become as independent as possible.						
2.a*	Percentage of AISH clients who agree that personal benefits help them live more independently than if they were unable to access these benefits	n/a	79% (2006-07)	78% (2007-08)	77% (2008-09)	82%	80%
Core Business: Plan, provide, and coordinate supports and services for living in the community.							
3.	Seniors and persons with disabilities have appropriate supportive living options.						
3.a	Number of affordable supportive living units for aging in place developed with support from provincial funding	1,640 (2005-06)	553 (2006-07)	793 (2007-08)	890 (2008-09)	450	618
4.	The Ministry's health-related supports and services enhance independence and well-being.						
4.a*	Percentage of AADL clients who agreed that AADL helped them be more independent in their homes or residences ‡‡	n/a	90% (2003-04)	90% (2005-06)	90% (2007-08)	90%	88%
5.	Seniors and persons with disabilities have access to supports and services that enable them to participate in community life.						
5.a	Satisfaction of families/guardians of adults with developmental disabilities with PDD-funded services ‡‡	90.4% (2000-01)	88.7% (2002-03)	85.8% (2004-05)	83.4% (2006-07)	85% (2008-09)	85.3% (2008-09)

5.b	Percentage of people with brain injuries and/or other disabilities and their families/caregivers reporting they feel supported by the Alberta Brain Injury and Program Development for Persons with Disabilities (Gaps in Services) Initiatives						
	Persons with brain injury and/or other disabilities	89% (2005-06)	86% (2006-07)	89% (2007-08)	86% (2008-09)	91%	90%
	Families/Caregivers	75% (2005-06)	83% (2006-07)	86% (2007-08)	81% (2008-09)	86%	80%
5.c*	Satisfaction with the information services provided by the Seniors Information Line	87.0% (2005-06)	91.4% (2006-07)	89.6% (2007-08)	88.0% (2008-09)	93%	91.3%
6.	<b>Safeguards for seniors and persons with disabilities are provided.</b>						
6.a	Percentage of persons involved in Protection for Persons in Care investigations satisfied with the investigation process	49% (Jan-Mar 2006)	57% (2006-07)	64% (2007-08)	64% (2008-09)	65%	66%
6.b*	Satisfaction with supports and decision-making services provided by the Office of the Public Guardian of:						
	Private guardians ‡ ‡	n/a	91% (2004-05)	92% (2005-06)	95% (2007-08)	90%	98%
	Service providers ‡ ‡	n/a	87% (2004-05)	87% (2005-06)	93% (2007-08)	90%	94%
	Dependent (Represented) adults ‡ ‡	n/a	n/a	88% (2005-06)	82% (2007-08)	85%	88%

\* Indicates Performance Measures that have been reviewed by the Office of the Auditor General

For more detailed information please refer to the Performance Measures Methodology section on page 25.

The performance measures indicated with an asterisk (\*) were selected for review by Ministry management based on the following criteria established by government:

- Enduring measures that best represent the goal and mandated initiatives;
- Measures that have well established methodology and data reporting; and
- Measures that have outcomes over which the government had a greater degree of influence.

‡ To increase clarity, beginning in the 2011-12 fiscal year, the wording of Measure 1.a will be amended to the following: "Difference between Alberta and Canada seniors' average total income."

‡ ‡ Survey conducted every two years.

Unless otherwise indicated, Current Actual refers to results achieved in 2009-10.

**Measures Under Development:** The Ministry's 2009-12 business plan included two additional measures that are under development. Results for these measures are included in the "Discussion and Analysis of Results" section. For detailed methodological information on these measures, please refer to page 27.

- **Goal 1:** "Proportion of Alberta seniors' incomes from government transfers versus other sources." Note: the wording of this measure has been adjusted in subsequent Ministry plans and reports in order to increase clarity: "Percentage of Alberta seniors' incomes from government-funded versus non-government funded sources."
- **Goal 3:** "Quality of accommodation services provided in supportive living and long-term care facilities, as indicated by the percentage of facilities reviewed that meet provincial standards."

## Discussion and Analysis of Results

In 2009-10, total Ministry program expense was \$1,946 million. The majority of funding was allocated to the following programs:

- \$716.7 million for the Assured Income for the Severely Handicapped (AISH) program, which provides financial and health-related assistance to eligible adults with a disability, an increase of \$89 million or 14% over 2008-09.
- \$408.7 million for seniors through programs including: the Alberta Seniors Benefit (\$307.7M), Dental & Optical Assistance for Seniors (\$64 M), Special Needs Assistance (\$25.6M), and Education Property Tax Assistance programs (\$11.4M). ASB total expense was almost \$308 million, an increase of \$41 million or 15% over 2008-09. Dental and Optical Assistance total expense was \$64 million, an increase of \$6 million or 10.5% over 2008-09.
- \$592.2 million for Support to Persons with Developmental Disabilities, an increase of over \$21 million or 3.7% over 2008-09.
- \$109.4 million for the Alberta Aids to Daily Living (AADL) program. The program helps Albertans with a long-term disability, chronic illness or terminal illness to maintain their independence at home, in lodges or group homes by providing financial assistance to buy medical equipment and supplies.
- \$50 million for the Affordable Supportive Living Initiative (ASLI) to provide funds to organizations to construct affordable supportive living units in rural and urban centers.
- \$31 million for Seniors Lodge Assistance.

The Ministry's total program expense increased by \$96 million or 5% over 2008-09. The main reasons for the increase were:

- a \$100 increase in the AISH maximum monthly financial benefit,
- AISH caseload growth of 6.2%,
- a \$21.3 million increase in Support to Persons with Developmental Disabilities.
- an increase in qualifying thresholds for seniors benefit programs, and
- an increase in the Alberta Seniors Benefit monthly maximum rate (\$40 for singles and \$60 for couples.)

### Ministry Expense By Function

Function	In Millions		
	2009-10		2008-09
	Authorized Budget	Actual	Actual
Health	110.0	109.4	107.7
Social Services	1,813.1	1,786.2	1,621.3
Housing	51.2	51.0	121.7
	<b>\$ 1,974.3</b>	<b>\$ 1,946.6</b>	<b>\$ 1,850.7</b>

## Seniors in need have access to financial assistance to support independence.

Income is one of the major determinants of health and well-being. Income assistance programs help seniors by enabling them to make their own financial decisions, secure their basic living needs, maintain their independence and continue as participating and contributing members of the community. The Ministry supplements federal financial supports for seniors (Old Age Security and Guaranteed Income Supplement) through the Alberta Seniors Benefit (ASB), Special Needs Assistance for Seniors (SNA) and Education Property Tax Assistance for Seniors (EPT) programs.

In 2009-10, approximately 143,000 of Alberta's 394,000 seniors received monthly cash benefits from the ASB program, averaging about \$173 per household. In the same year, approximately 22,000 seniors (or just over 18,000 households) received support from the SNA program for a total annual grant expenditure of approximately \$23.7 million. In 2009-10, the average grant provided through SNA was \$1,088 per beneficiary. Also, approximately 92,000 senior households received rebates from the EPT program for the 2009 property tax year.

- ☐ In 2007, the most recent year for which data are available, the average total income of **Alberta seniors exceeded the average total income of Canadian seniors by 19.4 per cent**. This continues the trend of Alberta's seniors having higher average total incomes than Canadian seniors as a whole. (See Performance Measure 1.a.) Additionally, compared to their Canadian counterparts, a higher percentage of Alberta seniors' income was derived from non-government funded sources. This indicates that Alberta seniors are generally better able to maintain their financial well-being and independence.<sup>2</sup>
- ☐ In 2009-10, the Ministry achieved an **average assessment time of 18 working days for applications to the SNA program**. This result did not meet the 2009-10 target of 9 working days due to increased workloads and an increase in the volume of applications. (See Performance Measure 1.b.)

*Continue to review existing seniors programs and consider options to respond to seniors' changing needs.*

- ☐ The Ministry reviewed, evaluated, and proposed potential changes and options to improve seniors' programs. In 2009-10, **a single financial assistance application was introduced** for seniors, simplifying the program application process by allowing seniors to apply for five programs using one form.
- ☐ The Ministry also reviewed the definition of income and the thresholds for determining eligibility across seniors programs. As a result, **minimum qualifying thresholds were aligned across seniors' programs, creating greater consistency for Alberta seniors** who are eligible for financial assistance.
- ☐ **The Ministry reviewed the ASB program and increased the maximum cash benefit by over 16 per cent** to help low-income seniors with the rising cost of living. Qualifying income thresholds for the program were also adjusted, which resulted in approximately **6,000 new seniors being added to the program**.

<sup>2</sup> This measure of seniors' financial well-being and independence was under development in the Ministry's 2009-12 business plan. For additional information on this measure see page 27.

- ☐ In June 2009, Alberta Seniors and Community Supports **updated the *Profile of Alberta Seniors*** publication using the most recent information available. The profile, which is available on the Ministry website, provides information on Alberta's senior population with a focus on demographics, living arrangements, income, expenditures, housing, health and a number of other topics. Municipalities, private and non-profit organizations use this information for planning purposes, and educators refer to the profile for data and information sharing with students.

*Collaborate with partners to develop information products that provide Albertans with retirement preparedness information, including financial planning*

- ☐ The Ministry participated in a Federal/Provincial/Territorial Ministers Responsible for Seniors initiative to **develop eight fact sheets focused on enhancing the financial literacy of older Canadians**; increasing their awareness of various advance planning tools and mechanisms; and protecting themselves from financial abuse.
- ☐ The Ministry also continued to collaborate with government and stakeholder partners and initiated research to **support the development of a long-term financial literacy strategy** for Albertans. Financial preparedness work is intended to increase Albertans' understanding of financial matters and improve their ability to plan for their senior years.

**GOAL 2** Linked to Core Business 1 – Provide targeted financial assistance.

**Albertans with a severe and permanent disability have access to financial assistance that enables them to become as independent as possible.**

The Assured Income for the Severely Handicapped (AISH) program assists Albertans who have a permanent disability that substantially limits their ability to earn a livelihood. The program provides a monthly living allowance to a maximum of \$1,188, as well as comprehensive health supports to help clients meet their basic needs and become as independent as possible. In addition, clients with \$3,000 or less in assets are also eligible for personal benefits to help with extra monthly or one-time needs, such as assisting with the cost of child care, infant needs, special diet, maintaining a service animal, medical supplies or equipment, and training or employment supports. Personal benefits enable the AISH program to be more responsive to unique client needs. In 2009-10, the AISH program provided financial assistance to more than 40,000 clients and personal benefits to over 9,000 clients.

Participation in employment and volunteer activities helps persons with disabilities be included in the community and become more independent and self-reliant. The Ministry works with government and community partners to remove barriers and provide a range of supports and services that assist persons with disabilities to pursue employment to the extent they are able. Together with other supports, such as the Persons with Developmental Disabilities (PDD) program, this assistance helps persons with disabilities contribute to and participate in the community.

- ☐ In the 2009-10 survey of AISH clients who received at least one personal benefit, **80 per cent of respondents agreed that the personal benefit(s) helped them to live more independently than if they were unable to access the benefit(s).** (See Performance Measure 2.a.)

*Identify and implement improvements to financial assistance programs provided by the Ministry for persons with disabilities.*

- ☐ The Ministry **increased the Assured Income for the Severely Handicapped living allowance** to \$1,188 on April 1, 2009. The AISH regulations, policies and website were updated to reflect the increase to the living allowance.
- ☐ The AISH program **introduced the emergency damage deposit and emergency eviction personal benefits** in May 2009 to help prevent homelessness and to align with Housing and Urban Affairs' rent shortfall benefit and Employment and Immigration's emergency benefits.

*Work with government and community partners to implement strategies to support workforce participation for persons with disabilities.*

- ☐ The PDD Community Boards collaborated with government and private sector partners to **raise awareness and promote employment opportunities and employability of adults with developmental disabilities**. This included producing resources for employers and supporting community projects to match individuals with disabilities and prospective employers.

*Work with government partners to enhance service integration and alignment within the Ministry and across ministries to support clients in achieving independence and well-being.*

- ☐ Seniors and Community Supports **continued to lead the collaborative Social-based Assistance Review initiative** with Housing and Urban Affairs, Children and Youth Services, Employment and Immigration, and Service Alberta. The five ministries are collaborating on priority activities designed to improve services for vulnerable Albertans. This multi-year effort will put the citizen at the centre of how government designs and delivers social-based services.
- ☐ To support this citizen-centred approach, the ministries began **reviewing social-based policies and services** to identify inconsistencies, overlaps and gaps, as well as opportunities to better integrate and align programs. This review will provide a basis for simplifying access and transitions between programs, improving client outcomes, enhancing program efficiencies and informing future program development.
- ☐ The partnering ministries began the **development of pilot projects to provide information on multiple services through coordinated service delivery channels (a new Alberta Supports web portal, consolidated Alberta Supports contact centres, and in-person offices)**. These new approaches will make it easier for Albertans to access the information and services they need without having to know the details of each program or ministry.

**GOAL 3** Linked to Core Business 2 -- Plan, provide and coordinate supports and services for living in the community.

## **Seniors and persons with disabilities have appropriate supportive living options.**

The continuing care system is composed of three streams: home living, supportive living and facility living (long-term care). Albertans value their independence and want to choose how and where they live, whenever possible. The Ministry works with community partners to foster the development of accommodation options that are appropriate for changing needs and life stages, with the goal of assisting

seniors and persons with disabilities to live as independently as possible. The Ministry develops, monitors and enforces compliance with accommodation standards for supportive living and long-term care settings across the province. The Long-Term Care and Supportive Living Accommodation Standards, which are mandatory for all long-term care and supportive living facilities in the province, are designed to support a safe and comfortable environment for Albertans by promoting their safety, security and quality of life. The Ministry also licenses supportive living facilities based on their compliance with the accommodation standards and sets long-term care residents' accommodation fees.

- ☐ In 2009-10, a **total of 618 new affordable supportive living units were approved** through provincial capital grant programs. A total of **17 projects in 10 communities** received funding through Alberta's Affordable Supportive Living Initiative (ASLI). Development of affordable supportive living accommodation is impacted by changes in the housing and construction industries, including increasing costs and demand for materials and labour. (See Performance Measure 3.a.)
- ☐ In 2009-10, **88 per cent of Group Homes, 98 per cent of Lodges and 95 per cent of Assisted Living facilities met all provincial Supportive Living Accommodation Standards. Seventy-nine per cent of long-term care facilities** met all provincial accommodation<sup>3</sup> standards. The Ministry monitors compliance with more than 30 standards across eight service categories including the physical environment, hospitality services, safety services, personal services, and management and administration. Independent inspections are conducted at least annually, and facilities must meet all provincial accommodation standards before the end of the reporting period to be included in the results.

*Allocate approved capital funding to increase the availability of sustainable and affordable supportive living options.*

- ☐ In support of the province's continuing care strategy, the **Ministry invested \$50 million in capital grant funding** for new affordable supportive living units under the Affordable Supportive Living Initiative (ASLI). ASLI supports the development of affordable supportive living options for seniors and persons with disabilities who require accommodation services in combination with health and personal care services to remain in their communities.

*Enhance the quality of accommodation in supportive living and long-term care facilities through mechanisms such as monitoring and accreditation.*

- ☐ The Ministry completed annual monitoring and licensing of nearly 900 supportive living and long-term care facilities. In the 2009-10 fiscal year, **the Ministry monitored 713 supportive living facilities** (177 assisted living, 393 group homes and 143 lodges) and **173 long-term care facilities** for compliance to the accommodation standards. **Over 230 additional visits were made** to follow up on previous inspections or complaint investigations. A partnership was developed with stakeholders to enhance information provided to long-term care operators on achieving compliance with the accommodation standards.
- ☐ The Supportive Living and Long-term Care **Accommodation Standards were reviewed and updated through comprehensive consultations** with key stakeholders, including seniors and residents of supportive living and long-term care facilities.

<sup>3</sup> Monitoring occurs to accommodation standards only. Health and Wellness has responsibility for any health care related standards in supportive living or long-term care facilities. The quality of accommodation services in supportive living and long-term care facilities was included as a measure under development in the Ministry's 2009-12 business plan. For additional methodological information on this measure see page 27.

- ☐ The Ministry **collaborated with Health and Wellness to improve monitoring and licensing processes**, coordinate monitoring activities, and reduce duplication for the operator. The Ministry continued to participate in joint monitoring with Health and Wellness' Compliance Unit and Alberta Health Services.
- ☐ In 2009-10, the Ministry **prepared for proclamation of the new *Supportive Living Accommodation Licensing Act*** and the accompanying regulation by communicating the requirements of the new legislation and standards through orientation sessions as well as print and electronic materials. The Ministry **held 23 orientation sessions in nine locations** throughout the province for supportive living and long-term care operators and other relevant authorities such as fire, building code and public health inspectors to communicate the new act and revised accommodation standards.

*Improve choice in the continuing care system through initiatives such as expanding public reporting to include information on long-term care settings.*

- ☐ The Ministry **expanded public reporting in August 2009 to include data on the compliance of long-term care facilities** with provincial accommodation standards. The Ministry also **worked collaboratively with Health and Wellness to publish the audited results of facilities' compliance with Continuing Care Health Service Standards**. Public reporting provides easy access to up-to-date information on individual supportive living and long-term care facilities in the province, by listing compliance details and verified complaint information for every accommodation standard.

**GOAL 4** Linked to Core Business 2 -- Plan, provide and coordinate supports and services for living in the community.

## The Ministry's health-related supports and services enhance independence and well-being.

The Ministry is responsible for delivering a number of programs that provide health-related support to Albertans, including Alberta Aids to Daily Living (AADL), various health-related supports through the AISH program, and optical and dental assistance for seniors. These supports assist seniors and Albertans with a disability, chronic illness or terminal illness to maintain their health and independence at home or in the community.

- ☐ In a 2009-10 survey, **88 per cent of respondents agreed that the equipment or supplies they received through AADL helped them be more independent** in their home or residence, with 64 per cent of clients indicating strong agreement. The level of overall agreement is similar to ratings given in previous surveys. The slight decrease from the previous result is not considered statistically significant. (See Performance Measure 4.a.)

*Review and refine the health-related supports provided to seniors and persons with disabilities.*

- ☐ In 2009-10, the Ministry **completed the implementation of an agreement with Alberta Blue Cross (ABC) to process seniors' optical claims**. (ABC has similarly been administering dental claims since 2005.) Seniors now pay only their portion of the cost up front, as service providers can claim their portion directly from ABC.

*Work with government partners to enhance integration and alignment in the provision of health-related supports within the Ministry and across ministries.*

- ☐ The Ministry continued work on the Health-Related Supports Initiative (HRSI), a joint initiative of Seniors and Community Supports, Employment and Immigration, and Children and Youth Services to improve the delivery of health-related supports to Albertans. The intent of this work is to provide health-related supports in a manner that is more effective, consistent and easy to navigate, while ensuring these supports continue to be available for Albertans in the future.
- ☐ The Ministry **piloted an integrated approach to the provision of health benefits**. Work was initiated to amalgamate the administration of hearing aid benefits across several government programs with the intention of providing easier access for all client groups.

**GOAL 5** Linked to Core Business 2 – Plan, provide and coordinate supports and services for living in the community.

## **Seniors and persons with disabilities have access to supports and services that enable them to participate in community life.**

Participating in the community means being able to work, volunteer, engage in educational and recreational opportunities, and in other chosen activities. Many Albertans need support to access these opportunities. Communities play a key role in creating accessible and supportive environments. The Ministry works with partners to create awareness of barriers, to provide information services and to identify initiatives to enable all seniors and persons with disabilities to participate in every aspect of Alberta society.

To ensure seniors have access to consistent and accurate information on the programs and services available to them, the Ministry produces the *Seniors Programs and Services Information Guide*. In 2009-10, more than 41,000 copies of the guide were distributed to Albertans by mail, through Seniors Information Services Offices, and seniors' organizations throughout Alberta. The Ministry also provides access to information through the provincial toll-free Seniors Information Line and the Ministry website at [www.seniors.alberta.ca](http://www.seniors.alberta.ca)

- ☐ The PDD program provides adults with developmental disabilities with home living, employment and community access supports, which assist them in participating in community life and being as independent as possible. Results from the most recent PDD Family/Guardian Satisfaction Survey in 2008-09 indicate that **85.3 per cent of families/guardians (public and private) reported overall satisfaction with PDD-funded services** received by the person to whom they provide guardianship. Satisfaction **met the target of 85 per cent** and increased from the last survey in 2006-07. (See Performance Measure 5.a.)
- ☐ In the Ministry's annual survey of the Alberta Brain Injury Initiative and Cross Disability Support Services (CDSS)<sup>4</sup>, **90 per cent** of clients with brain injury and/or other disabilities reported that they felt supported. In addition, **80 per cent of families/caregivers** agreed that the agency made it easier for them to support the individual with brain injury and/or other disabilities. (See Performance Measure 5.b.)
- ☐ The Ministry's 2009-10 survey results indicate that **91.3 per cent of the respondents were satisfied with information services provided by the Seniors Information Line**. Satisfaction increased by

<sup>4</sup> Prior to 2009-10, Cross-Disability Support Services (CDSS) was named the Program Development for Persons with Disabilities (Gaps in Services) Initiative. Consistent with this program's mandate to support a variety of client groups, individuals supported by the Canadian Paraplegic Association and Alberta Easter Seals were added to the CDSS client population surveyed in 2008-09, and are included in the reported results for 2009-10. For 2010-11, the results for individuals supported by the Fetal Alcohol Spectrum Disorder initiative will be reported separately from clients of the CDSS initiative.

3.3 percentage points from 88.0 per cent in 2008-09. Some factors that may have affected client satisfaction include wait times and call volumes. (See Performance Measure 5.c.)

*Implement improvements to the PDD program to clarify its mandate; increase consistency, efficiency and effectiveness; and ensure long-term sustainability.*

- ☐ The Minister **launched six priority actions to increase clarity and consistency across the province** and guide the future direction of the PDD program. These included introducing an eligibility regulation, defining common mission and core businesses for the program, developing a common approach to the assessment of individual support needs and related funding, increasing assistance and flexibility for families to manage their own supports, improving supports for people with complex needs, and increasing effectiveness and efficiency, both internally and in the community delivery system.
- ☐ The **new provincial eligibility regulation** came into effect on August 1, 2009 and provides clear criteria for assessing significant limitations in intellectual capacity and adaptive skills. Adaptive skills include such things as personal hygiene, social skills and accessing the community. Anyone who was already eligible for the PDD program before the regulation came into effect did not have to reapply for eligibility. The eligibility regulation will help improve consistency in decision-making across the province and provide transparency in determining whether someone is eligible for supports from the PDD program.
- ☐ The PDD program developed a **new mission statement and core businesses** for the program to **ensure a clear understanding** of the role of the PDD program, the types of services it provides, and the outcomes it is trying to achieve for the individuals it supports.
- ☐ The PDD program **began using the Supports Intensity Scale (SIS)** to determine individual support needs and develop service plans for individuals. This **common approach to assessing individual support needs** and related funding will help to ensure transparency, equity and consistency across Alberta. The SIS is a well researched assessment tool that is used internationally in similar programs to determine an individual's support needs. In 2009-10, the PDD program completed over 200 SIS assessments. As well, information sessions on the new assessment tool were held with stakeholders across the province.

*Enhance the coordination of supports and services for persons with disabilities.*

- ☐ The **Premier's Council on the Status of Persons with Disabilities' membership and legislation were extended** until December 31, 2011 to facilitate a review of the Council in consultation with the Government of Alberta's Agency Governance Secretariat. The Council's mandate is to provide advice to the Government of Alberta on matters relating to Albertans with disabilities.
- ☐ The PDD Community Boards were active in enhancing the coordination of supports and services for persons with developmental disabilities including **working with cross-ministry partners and stakeholders to assist individuals to make the transition** from hospitals to appropriate community supports and ensuring a **more coordinated approach for transitioning children** into adult PDD services.

*Work with government and community agencies to identify ways that communities can better support seniors and persons with disabilities.*

- ☐ One of the Core Businesses of the PDD program is to **promote inclusive communities**. The PDD Regional Community Boards collaborated with various community agencies and groups to enhance supports for adults with developmental disabilities. Examples include:

- **improving transition planning** between the health system and agencies that support individuals;
  - working with employers, community groups and municipal governments to **promote inclusion** of adults with developmental disabilities in all aspects of community life; and
  - **sponsoring a conference** that brought together service provider staff, community members and others involved in supporting adults with developmental disabilities and mental health issues to discuss joint strategies for supporting these individuals with complex service needs.
- ☐ Over the course of the year, the Ministry took an active role in cooperating with various partners that serve Alberta's senior population.
- **Seniors Services Conference:** In September 2009, the Ministry hosted the 2009 Seniors Services Conference in partnership with the Edmonton Seniors Coordinating Council. The conference, attended by more than 250 service providers from across the province, covered topics related to building organizational capacity, personal development and wellness, and helping seniors age in place.
  - **Seniors Policy Handbook:** On behalf of the Federal/Provincial/Territorial Ministers Responsible for Seniors Forum, Alberta led the development of the *Seniors Policy Handbook*. The publication includes broad steps for approaching policy analysis and development activities and provides guidelines for assessing the impact of program-related policy changes on seniors.
  - **Healthy Aging Forum:** In collaboration with the Public Health Agency of Canada (PHAC) and the Active Living Coalition for Older Adults (ALCOA), the Ministry hosted a Healthy Aging/Age-Friendly forum in 2009. The forum brought together service providers to share best practices and ideas regarding health and wellness among current and future seniors with a focus on physical activity, social connection and age-friendly communities.

**GOAL 6** Linked to Core Business 2 -- Plan, provide and coordinate supports and services for living in the community.

## Safeguards for seniors and persons with disabilities are provided.

The Ministry has a strong interest in addressing the safety and security needs of adults who may be vulnerable to abuse and neglect, including persons with disabilities, seniors, and persons who require the assistance of a guardian to make personal decisions.

Through the *Protection for Persons in Care Act*, the Ministry investigates and responds to complaints of abuse of people receiving government-funded care services. In 2009-10, Protection for Persons in Care (PPC) responded to 468 reports of abuse.

The Office of the Public Guardian (OPG) administers the *Adult Guardianship and Trusteeship Act* and the *Personal Directives Act*, which serve protective functions for vulnerable adults with capacity limitations. In addition, the Persons with Developmental Disabilities program has an Abuse Prevention and Response Protocol for addressing abuse of adults with developmental disabilities. The Ministry also works with other ministries and other levels of government to prevent and address abuse of seniors.

- ☐ In 2009-10, the Ministry once again surveyed **private guardians** who had applied for or renewed their guardianship order within the last 12 months. **Ninety-eight per cent** of private guardians expressed satisfaction with the OPG in 2010. The results demonstrate increasing satisfaction over

2007-08 results among this group. Survey results also indicate that **94 per cent of service providers** were satisfied with the services provided by the OPG. This is a **modest increase** over an already high level of satisfaction (93 per cent) measured in 2007-08.

- ☐ In 2009-10, interviews with a total of 41 **represented adults** with a public guardian were held in eight communities across the province. **Eighty-eight per cent<sup>5</sup>** of the participating represented adults with a public guardian said their guardian listened to what they had to say. Eighty-eight per cent of represented adults with a public guardian also said they trusted, or could "count on" their guardian, and 86 per cent stated they believed their guardian made their life better. (See Performance Measure 6.b.)
- ☐ Protection for Persons in Care (PPC) receives complaints of abuse involving adults receiving services from government-funded agencies such as hospitals, nursing homes, seniors' lodges, and group homes. In 2009-10, **66 per cent of respondents who had participated in a Protection for Persons in Care investigation were very satisfied or satisfied** with the overall investigation process. When respondents who were "slightly satisfied" were included, satisfaction increased to 77 per cent. Satisfaction levels increased slightly when compared to the previous year and **exceeded the target.<sup>6</sup>** (See Performance Measure 6.a.)

*Amend the Protection for Persons in Care Act to strengthen the government's role in protecting adult Albertans.*

- ☐ The **new Protection for Persons in Care Act** was introduced in April 2009 and received royal assent on June 4, 2009. Some of the improvements in the act include:
  - a timeline for reporting abuse;
  - a new definition of abuse that focuses on serious harm;
  - new duties for service providers and individuals who provide care or support services;
  - newly established roles of a complaints officer and director; and
  - new offences and an appeal process.

*Work with Ministry partners to prevent and raise awareness of elder abuse.*

- ☐ On June 15, 2009, the Government of Alberta joined communities and governments around the world to **raise awareness of elder abuse** during the **4th annual World Elder Abuse Awareness Day**. The Ministry, in partnership with the Alberta Elder Abuse Awareness Network, developed a service provider screening guide to help front-line caregivers and service providers identify possible cases of elder abuse and support victims in obtaining help. These screening guides were distributed to more than 2,400 organizations across the province, including law enforcement agencies, as part of an information package, which also included posters and fact sheets.
- ☐ The Ministry also **delivered education and training about the Protection for Persons in Care Act** and how it contributes to the prevention of elder abuse while participating in World Elder Abuse Awareness Day. As well, the Ministry delivered presentations to staff of the Alberta Health Services Board and supportive and assisted living facilities.

<sup>5</sup> The sample size is small and therefore caution is required in generalizing results to all represented adults with a public guardian. In previous years, focus group settings were used to gather the views of represented adults about OPG services. For 2009-10, individual in-person interviews were used to gather this information, as represented or assisted adults are likely to have difficulty with traditional data collection techniques involving written or telephone surveys.

<sup>6</sup> This measure was discontinued in the Ministry's 2010-13 business plan.

*Implement a new continuum of decision-making options that encourage adults with mental capacity limitations to participate in decisions and maintain their autonomy.*

- ☐ The **Adult Guardianship and Trusteeship Act (AGTA)** came into force on October 30, 2009, replacing the 30 year-old *Dependent Adults Act*. The AGTA establishes a range of decision-making mechanisms from less intrusive options, such as supported decision making or co-decision-making, to full guardianship and trusteeship orders when needed. These options allow an adult to receive decision making assistance according to his/her level of capacity and ability to participate in decisions.
- ☐ The AGTA establishes a **standardized capacity assessment model** and guidelines for professionals who conduct assessments under the act. To ensure successful implementation of the model, the Ministry delivered specialized training sessions for health professionals who wished to be designated as assessors under the act. Over 90 health professionals from eligible disciplines (e.g., registered nurses) successfully completed the training and have been designated. As well, over 15 training sessions on capacity assessment for physicians and psychologists were delivered across the province.
- ☐ The Ministry **improved safeguards by implementing new roles** under the AGTA. A new Review Officer role involves screening potential co-decision makers, guardians and trustees for their suitability as a substitute decision maker and meeting with the adult who is the subject of a court application to gather his/her views about the application.
- ☐ The Ministry **worked to simplify applications** by providing **all required AGTA forms in an electronic format** so they could be accessed and completed online through the Ministry's website. Traditional self help kits, containing paper copies of all forms, were also developed for the various decision-making options under the AGTA.

*Deliver public education on guardianship, decision-making and personal directives.*

- ☐ Ministry staff invested significant effort in **providing information and education** about the AGTA to **prepare the public and key stakeholders for proclamation of the new act**. Over 125 sessions were delivered at the community level throughout the province in addition to special initiatives across Alberta that involved 38 public information sessions, 12 sessions for health professionals, and two larger sessions for members of the legal community. In total **over 9,550 Albertans and key stakeholders were provided with information** about legislative changes, decision-making options under the AGTA, guardianship and personal directives.

*Implement new processes for the OPG to investigate concerns about actions of agents, guardians, co-decision makers or trustees of incapable adults.*

- ☐ A **coordinated intake complaints process** was developed for Supportive Living and Long-Term Care Accommodations, Office of the Public Guardian and Protection for Persons in Care. The new complaints process includes **one common number to call for information or initiate complaints under any of the three programs**. Callers can raise concerns about supportive living or long-term care accommodation services; initiate a complaint about actions of guardians, co-decision makers or trustees of incapable adults; or report abuse in government-funded care settings.

## Performance Measures Methodology

**Measure 1.a:** Measure 1.a is calculated using taxfiler data from Statistics Canada. The total aggregate income of Alberta seniors is divided by the number of seniors (65 or older) receiving income to attain the average total income of Alberta seniors. The same calculation is performed on data for Canadian seniors to attain the average total income for this population. The percentage difference between the average total income of Alberta seniors and Canadian seniors is then calculated. The methodology for this measure has changed since it appeared in the 2006-09 Government of Alberta strategic business plan. The percentage difference between the average total income of Alberta and Canadian seniors is now calculated using unadjusted rather than constant dollars to simplify interpretation of results. To increase clarity and beginning in 2011-12, the wording of this measure will be amended to the following: "Difference between Alberta and Canada seniors' average total income."

**Measure 1.b:** Results for measure 1.b were calculated using data from the Special Needs Assistance Information System. The results identify the number of working days from the received date to the decision date. Working days are normal business days and do not include weekends and holidays.

**Measure 2.a:** The data for performance measure 2.a are collected through a telephone survey conducted by an independent research firm. Respondents are asked to answer the question "As a result of receiving [name of benefit] are you able to live more independently than if you were unable to access this benefit?" using a four-point agreement scale (strongly disagree, disagree, agree, or strongly agree). Scores 3 and 4 are combined in the results to obtain an overall rating of agreement. A total of 400 AISH clients who received at least one personal benefit between April 1, 2009 and January 31, 2010 responded to the telephone survey question during the last two weeks of March 2010. This sample size produces results that are accurate to within +/- 4.9 percentage points, 19 times out of 20.

**Measure 3.a:** Measure 3.a counts the number of affordable supportive living spaces that will be developed using grant funding committed to projects by the Ministry during 2009-10, as documented in the Affordable Supportive Living Initiative funding commitments.

**Measure 4.a:** Data for measure 4.a were collected by an independent research firm through telephone and mail surveys. For the 2009-10 survey, 1,200 randomly selected clients participated. The target respondents for this measure are adults 18 years or over who have received benefits in 2009-10 through the AADL program or are caregivers for clients of the program. Caregivers were respondents in cases where the beneficiary is unable to complete the survey on his or her own. Palliative care patients are excluded from the research. The research was conducted between February 24 and March 22, 2010. Using a seven-point scale, respondents were asked to rate their level of agreement with the following statement: "The equipment or supplies you received through AADL helped you be more independent in your home or residence." Response categories of 4 through 7 (moderately agree to strongly agree) were combined to obtain an overall satisfaction rating. The level of accuracy for this sample is +/- 2.8 per cent, 19 times out of 20. Similar survey research has been conducted with AADL clients in 2004, 2006 and 2008.

**Measure 5.a:** Measure 5.a is a biennial satisfaction survey. The 2008-09 survey was conducted by an independent research firm. A written questionnaire and information about the online survey option was sent by mail to legal guardians (including public guardians) and/or family members (in the absence of a legal guardian) of adults with developmental disabilities receiving services funded by PDD. A total of 7,297 survey forms were distributed in 2008-09. A total of 2,573 survey forms were returned, representing a response rate of 35.3 per cent. With respect to the indicators that constitute the performance measure,

a total of 2,250 respondents (87.4 per cent) provided valid responses. Responses of strongly agree, agree and somewhat agree were combined and are reported as satisfied. Responses of somewhat disagree, disagree and strongly disagree were combined and reported as dissatisfied. Of these valid responses, 85.3 per cent reported overall satisfaction with funded services. Results are estimated to be accurate to within +/- 1.2 per cent, 19 times out of 20. Prior surveys used a 4-point response scale (strongly agree -- agree -- disagree -- strongly disagree). Additional response categories were added in 2008-09 to provide the program area with more detailed satisfaction data. As in prior years, performance measure results were calculated by combining all responses indicating a level of agreement or disagreement. In comparing 2008-09 and future results to prior results, this methodological adjustment should be noted, but is not considered to significantly impair comparability.

**Measure 5.b:** Data for measure 5.b is collected through a telephone survey conducted by an independent research firm of randomly selected clients and families/caregivers from lists provided by service delivery agencies funded by the Ministry. In the 2009-10 survey, the client population was 1,461 and the survey sample included 343 respondents, resulting in an accuracy level of +/- 5 per cent 19 times out of 20. The caregiver population was 410. The survey sample included 217 respondents resulting in an accuracy level of +/- 5 per cent, 19 times out of 20.

**Measure 5.c:** Satisfaction data for the Seniors Information Line services was collected through telephone questionnaires of 309 randomly selected clients who had contacted the Ministry on the previous day. The 2009-10 survey was conducted by independent surveyors during a two-week period in June 2009. The top two response categories ("very satisfied" and "satisfied") of a six-point scale were combined for an overall rating of satisfaction. In prior years, surveys were conducted during two periods of the year. Analysis of the historical data revealed no relationship between the period of the survey and satisfaction results; therefore, the second survey period was dropped. The 2009-10 survey is considered accurate to within 5.6 per cent, 19 times out of 20.

**Measure 6.a:** Surveys for measure 6.a were sent to potential respondents up to the end of the reporting year (April 1, 2009 to March 31, 2010), and data were collected for files closed from April 1, 2009 to March 31, 2010. A total of 1,784 surveys were distributed to potential respondents (149 alleged victims, 290 guardians/agents of the alleged victim, 537 agency/facility representatives, 345 alleged abusers, 35 guardians/agents of the alleged abuser, and 428 complainants). The degree of satisfaction was measured on a six-point scale, from "very dissatisfied" to "very satisfied" in response to the following question: "How satisfied are you with the overall investigation process?" The top two points ("satisfied" and "very satisfied") were combined to determine overall satisfaction. A 21 per cent response rate to the survey as a whole included 29 alleged victims, 73 guardians/agents of the alleged victim, 105 agency/facility representatives, 44 alleged abusers, 8 guardians/agents of the alleged abuser, 110 complainants, for a total of 369 completed surveys. There were a total of 360 responses to the specific question (see above) on which this measure is based, and results are considered accurate to within +/- 5 per cent, 19 times out of 20.

**Measure 6.b:** The 2009-10 OPG surveys were conducted by an independent research firm, which administered the survey by telephone in January and February of 2010. The OPG provided a list of all private guardians who had applied for or renewed a guardianship order within 12 months of the survey. From this list of 1,269 private guardians, a random sample of 955 private guardians was notified that they may be contacted to participate in a survey. Telephone surveys were conducted until responses were obtained from 308 private guardians. This sample is directly comparable to the 2006 and 2008 surveys that focused on private guardians who had applied for or renewed a guardianship order within 12 months. Respondents were asked to use a 4-point scale of (1) "Very Satisfied", (2) "Somewhat Satisfied", (3) "Somewhat Dissatisfied", (4) "Very Dissatisfied". The responses "Very Satisfied" and "Somewhat Satisfied" were combined in the results to obtain an overall rating of satisfaction. The survey results are

considered accurate to within +/- 4.9 percentage points, 19 times out of 20. OPG provided the survey firm with a list of 554 Service Providers known to have had contact with the OPG and responses were obtained from 355 Service Providers. Results for this survey are considered to be accurate to within +/- 3.1 per cent, 19 times out of 20.

Interviews were conducted with 41 **represented adults** (dependent adults with a public guardian) in eight communities across the province by a research and service agency specializing in disability-related research. Represented adults were asked "Does your Public Guardian representative listen to what you have to say." In 2008, responses of individual represented adults were gathered in focus group settings. The method used to gather information in the 2010 survey was modified from the use of focus groups to individual interviews. This change was based on feedback from the 2008 focus group facilitator as some represented adults experienced anxiety in a group setting. Results are considered accurate to within +/- 15 per cent, 19 times out of 20. Caution is required in comparing results across years.

## Performance Measures Under Development


### **Goal 1: Seniors in need have access to financial assistance to support independence.**

This new measure, "Proportion of Alberta seniors' income from government transfers versus other sources," was included as a measure under development in the Ministry's 2009-12 business plan. Results are based on taxfiler data obtained from Statistics Canada. The total aggregate income of Alberta seniors (aged 65 and above) received from non-government-funded ("other") sources is divided by the total aggregate income of Alberta seniors. The same calculation is performed on income data for Canadian seniors, and the difference between the Alberta and Canadian percentages is then calculated. "Non-government-funded sources" includes income from employment, private pensions, investments, RRSPs, as well as from the Canada and Quebec Pension plans, since CPP/QPP income is linked to employment. In future years, the title of the measure will be adjusted to increase clarity: "Percentage of seniors' total income from government-funded vs. non-government-funded sources."

### **Goal 3: Seniors and persons with disabilities have appropriate supportive living options.**

The quality of accommodation services in supportive living and long-term care facilities was included as a measure under development in the Ministry's 2009-12 business plan. Data for this new measure is generated from inspection reports filed in the Ministry's Accommodation Standards Tracking and Licensing System (ASTRAL). This system tracks all facilities that were monitored, and an automated query identifies any instances of non-compliance with the standards at the end of the reporting year. Results are calculated by dividing the number of facilities fully compliant with all standards at the end of the fiscal year by the total number of facilities reviewed during that same fiscal year. In 2009-10, the Ministry monitored 177 of 178 Assisted Living facilities, all 393 Group Homes, all 143 Lodges, and 173 of 174 active Long-term Care facilities. The *Supportive Living Accommodation Licensing Act* was proclaimed April 1, 2010. Revised standards associated with this legislation will be used for this measure in 2010-11.





## Financial Information





**MINISTRY OF SENIORS AND COMMUNITY SUPPORTS**

**Consolidated Financial Statements**

**March 31, 2010**

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Consolidated Financial Statements

Year ended March 31

Auditor's Report

Consolidated Statements of Operations

Consolidated Statements of Financial Position

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## Auditor's Report

To the Members of the Legislative Assembly

I have audited the consolidated statements of financial position of the Ministry of Seniors and Community Supports as at March 31, 2010 and 2009 and the consolidated statements of operations and cash flows for the years then ended. These financial statements are the responsibility of the Ministry's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Ministry as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Meswar N. Saher CA*  
Auditor General

Edmonton, Alberta  
June 9, 2010

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Consolidated Statements of Operations

Year ended March 31  
(thousands of dollars)

	2010		2009
	Budget	Actual	Actual
	(Schedule 3)		(Note 3)
Revenues (Schedule 1)			
Transfers from the Government of Canada	\$ 292,880	\$ 302,094	\$ 325,194
Other revenue	4,300	8,202	11,674
	<u>297,180</u>	<u>310,296</u>	<u>336,868</u>
Expenses – Directly incurred (Note 2(c) and Schedules 2 and 5)			
Assured Income for the Severely Handicapped	709,492	716,700	627,698
Support to Persons with Developmental Disabilities	603,856	592,192	570,878
Alberta Seniors Benefit	323,145	307,670	266,555
Seniors Dental and Optical Assistance	63,458	64,058	57,982
Special Needs Assistance for Seniors	23,962	25,568	22,309
School Property Tax Assistance	11,000	11,455	6,394
Seniors Lodge Assistance	34,420	30,983	32,247
Supportive Living and Long Term Care	5,810	4,097	4,117
Alberta Aids to Daily Living	109,982	109,393	107,660
Disability and Community Support Programs	19,971	16,800	16,332
Public Guardian Services	10,087	8,967	9,033
Ministry Support Services	8,925	8,158	8,131
Lodge Renovations and Repairs	-	-	35,566
Rural Affordable Supportive Living	-	-	795
Affordable Supportive Living Initiative	50,000	50,055	84,409
	<u>1,974,108</u>	<u>1,946,096</u>	<u>1,850,106</u>
Valuation adjustments			
Provision for doubtful accounts	100	97	96
Provision for vacation pay	95	375	500
	<u>195</u>	<u>472</u>	<u>596</u>
	<u>1,974,303</u>	<u>1,946,568</u>	<u>1,850,702</u>
Loss on disposal of tangible capital assets	-	25	11
Net operating results	<u>\$ (1,677,123)</u>	<u>\$ (1,636,297)</u>	<u>\$ (1,513,845)</u>

The accompanying notes and schedules are part of these consolidated financial statements.

## MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

### Consolidated Statements of Financial Position

As at March 31  
(thousands of dollars)

	2010	2009 (Note 3)
<b>Assets</b>		
Cash and cash equivalents	\$ 23,475	\$ 33,349
Accounts receivable (Note 4)	31,772	12,471
Inventories	414	387
Tangible capital assets (Note 5)	8,801	9,126
	<u>\$ 64,462</u>	<u>\$ 55,333</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	\$ 224,353	\$ 262,740
<b>Net Assets</b>		
Net assets (liabilities) at beginning of year	(207,407)	(189,407)
Net operating results	(1,636,297)	(1,513,845)
Net financing provided from General Revenues	1,683,813	1,495,845
	<u>(159,891)</u>	<u>(207,407)</u>
	<u>\$ 64,462</u>	<u>\$ 55,333</u>

The accompanying notes and schedules are part of these consolidated financial statements.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Consolidated Statements of Cash Flows

Year ended March 31  
(thousands of dollars)

	2010	2009 (Note 3)
Operating transactions		
Net operating results	\$ (1,636,297)	\$ (1,513,845)
Non-cash items included in net operating result		
Amortization	827	772
Loss on disposal of tangible capital assets	25	11
Valuation adjustments and other provisions	472	1,020
	(1,634,973)	(1,512,042)
(Increase) decrease in accounts receivable before valuation adjustments	(19,398)	94
Increase in inventories	(27)	(13)
(Decrease) increase in accounts payable and accrued liabilities before valuation adjustments	(38,762)	30,426
Decrease in unearned revenue	-	(10,176)
Cash applied to operating transactions	(1,693,160)	(1,491,711)
Capital transactions		
Acquisition of tangible capital assets	(686)	(5,085)
Transfer of tangible capital assets	150	-
Proceeds on disposal/sale of tangible capital assets	9	-
Cash applied to capital transactions	(527)	(5,085)
Financing transactions		
Net financing provided from General Revenues	1,683,813	1,495,845
Decrease in cash and cash equivalents	(9,874)	(951)
Cash and cash equivalents, beginning of year	33,349	34,300
Cash and cash equivalents, end of year	\$ 23,475	\$ 33,349

The accompanying notes and schedules are part of these consolidated financial statements.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Minister of Seniors and Community Supports has, by the *Government Organization Act* and its regulations, been designated responsible for various Acts. To fulfill these responsibilities, the Minister is responsible for the organizations listed in Note 2(a). The authority under which each organization operates is also listed in Note 2(a). Together these organizations form the Ministry of Seniors and Community Supports.

The purpose of the Ministry is to provide supports, services, programs and information and strategic planning that contribute to the inclusion, well-being and independence of seniors, persons with disabilities, and seniors in need of housing supports.

This is done by:

- Providing targeted financial assistance.
- Planning, providing and coordinating supports and services for living in the community.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the ministries.

#### (a) Reporting Entity

The reporting entity is the Ministry of Seniors and Community Supports. The *Government Accountability Act* defines the Ministry as including the Department of Seniors and Community Supports and any Provincial agency for which the Minister is responsible.

These consolidated financial statements include the accounts of the following organizations:

<u>Organization</u>	<u>Authority</u>
Department of Seniors and Community Supports (Department)	<i>Government Organization Act</i>
Persons with Developmental Disabilities Community Boards	<i>Persons with Developmental Disabilities Community Governance Act</i>

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (a) Reporting Entity (continued)

All departments of the Government of Alberta operate within the General Revenue Fund (the Fund). The Fund is administered by the Minister of Finance and Enterprise. All cash receipts of departments are deposited into the Fund and all cash disbursements made by the departments are paid from the Fund. Net financing provided from General Revenues is the difference between all cash receipts and all cash disbursements made.

#### (b) Basis of Consolidation

The accounts of the organizations listed in Note 2(a) above have been consolidated on a line by line basis. Revenue and expense transactions, investing and financing transactions and related asset and liability accounts between the consolidated organizations were eliminated upon consolidation.

#### (c) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year-end is recorded as unearned revenue.

##### *Internal Government Transfers*

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

##### *Transfers from Government of Canada*

Transfers from Government of Canada are recognized as revenues when authorized by federal legislation or federal/provincial agreements, eligibility criteria if any are met and a reasonable estimate of the amounts can be made. Overpayments relating to Canada Social Transfer entitlements and transfers received before revenue recognition criteria have been met are included in accounts payable and accrued liabilities or unearned revenue.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (c) Basis of Financial Reporting (continued)

##### Expenses

###### *Directly Incurred*

Directly incurred expenses are those costs the Ministry has primary responsibility and accountability for, as reflected in the Government's budget documents.

Grants are recognized when authorized and eligibility criteria are met.

In addition to program operating expenses such as salaries, supplies, etc., directly incurred expenses also include:

- amortization of tangible capital assets.
- pension costs which are the cost of employer contributions during the year.
- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.

###### *Incurred by Others*

Services contributed by other entities in support of the Ministry's operations are disclosed in Schedule 5.

##### Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Ministry are limited to cash and financial claims, such as advances to and receivables from other organizations, employees and other individuals as well as inventories held for resale.

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the average cost method.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (c) Basis of Financial Reporting (continued)

##### Assets (continued)

Assets acquired by right are not included. Tangible capital assets of the Ministry are recorded at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

Donated tangible capital assets are recorded at their fair value at the time of contribution.

When tangible capital assets are gifted or sold for a nominal sum, the fair values of these tangible capital assets less any nominal proceeds are recorded as grants in kind.

##### Liabilities

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

##### Net Assets/Net Liabilities

Net assets/net liabilities represent the difference between the carrying value of assets held by the Ministry and its liabilities.

##### Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, inventories, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short-term nature of these instruments.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (c) Basis of Financial Reporting (continued)

##### Measurement Uncertainty

Measurement uncertainty exists when there is a variance between the recognized and another reasonably possible amount. The nature of uncertainty, for Canada Social Transfers (CST), can arise from changes in the base allocations which are primarily a result of the Province of Alberta's share of the national population and the total CST cash set by federal legislation.

### NOTE 3 PROGRAM TRANSFERS

Effective December 1, 2008 the responsibility for administration of the Supplementary Health Benefits for AADL clients was transferred from Alberta Health and Wellness. The 2009 comparative financial statements have been restated to reflect this transfer as if it had occurred on April 1, 2008. This resulted in the restatement of comparative figures for 2009 which decreased net operating results by \$5,448 and increased net financing provided from General Revenues by \$5,448.

### NOTE 4 ACCOUNTS RECEIVABLE

	2010		2009	
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Government of Canada	\$ 13,187	\$ -	\$ 13,187	\$ 9,132
Accounts receivable	18,685	100	18,585	3,339
	<u>\$ 31,872</u>	<u>\$ 100</u>	<u>\$ 31,772</u>	<u>\$ 12,471</u>

Accounts receivable are unsecured and non-interest bearing.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 5 TANGIBLE CAPITAL ASSETS

	2010				2009
	Equipment*	Computer hardware and software	Leasehold improvements	Total	Total
<b>Estimated useful life</b>	3 - 15 years	5 years	5 - 10 years		
<b>Historical cost **</b>					
Beginning of year	\$ 4,638	\$ 11,673	\$ 821	\$ 17,132	\$ 12,318
Additions	403	66	217	686	5,085
Transfers	(150)	-	-	(150)	-
Disposals, including write-downs	(401)	(46)	-	(447)	(271)
	<u>\$ 4,490</u>	<u>\$ 11,693</u>	<u>\$ 1,038</u>	<u>\$ 17,221</u>	<u>\$ 17,132</u>
<b>Accumulated amortization</b>					
Beginning of year	\$ 3,383	\$ 4,478	\$ 145	\$ 8,006	\$ 7,494
Amortization expense	273	466	88	827	772
Effect of disposals	(392)	(21)	-	(413)	(260)
	<u>\$ 3,264</u>	<u>\$ 4,923</u>	<u>\$ 233</u>	<u>\$ 8,420</u>	<u>\$ 8,006</u>
<b>Net book value at March 31, 2010</b>	<u>\$ 1,226</u>	<u>\$ 6,770</u>	<u>\$ 805</u>	<u>\$ 8,801</u>	
<b>Net book value at March 31, 2009</b>	<u>\$ 1,170</u>	<u>\$ 7,280</u>	<u>\$ 676</u>		<u>\$ 9,126</u>

\* Equipment includes office equipment and furniture, vehicles, heavy equipment, kitchen and laundry equipment, medical and rehabilitation equipment, bathing equipment, and other equipment.

\*\* Historical cost includes work-in-progress at March 31, 2010 totalling \$5,834 (2009 - \$6,296) comprised of: equipment \$36 (2009 - \$120) computer hardware and software \$5,788 (2009 - \$6,176), and leasehold improvements \$10 (2009 - \$0)

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 6 VOLUNTARY CONTRIBUTIONS

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulty in determining their fair market value.

### NOTE 7 CONTRACTUAL OBLIGATIONS

Contractual obligations are obligations of the Ministry to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	2010	2009
Obligations under operating leases, contracts and programs	<u>\$ 23,917</u>	<u>\$ 12,182</u>

Estimated payment requirements for each of the next five years and thereafter are as follows:

Obligations under Operating Leases, Contracts and Programs

	Total
2010-11	\$ 21,440
2011-12	1,750
2012-13	227
2013-14	226
2014-15	167
Thereafter	<u>107</u>
	<u>\$ 23,917</u>

In addition, Persons with Developmental Disabilities (PDD) Community Boards contract with service operators to provide services to adults with developmental disabilities in the region. The PDD Boards will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$182,603 for the year ending March 31, 2011.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 8 CONTINGENCIES

The Ministry has a contingent liability in respect of four claims (2009 – four claims) aggregating \$2,587 (2009 – \$2,087) relating to decisions made by the Eugenics Board of Alberta pursuant to the Sexual Sterilization Act of 1928, which was repealed in 1972. The ultimate outcome of these claims cannot be determined.

At March 31, 2010 the Ministry is a defendant in six legal claims (2009 – eight legal claims). Two of these claims have specified amounts totalling \$395 and the remaining four have no specified amount (2009 – three claims with a specified amount of \$740 and five with no specified amount). Included in the total legal claims are five claims amounting to \$200 (2009 – six claims with a specified amount of \$545) in which the Ministry has been jointly named with other entities. Three claims with no specified amount (2009 – one claim with a specified amount of \$345 and two claims with no specified amount) are covered by the Alberta Risk Management Fund. The resulting loss, if any, from these claims cannot be determined.

### NOTE 9 TRUST FUNDS UNDER ADMINISTRATION

The Ministry administers trust funds consisting of public money over which the Legislature has no power of appropriation. Because the Province has no equity in the funds and administers them for the purpose of various trusts, they are not included in the Ministry's financial statements.

At March 31, 2010 the trust funds under administration were as follows:

	2010	2009
Persons with Developmental Disabilities Community		
Boards' client trust funds	\$ 306	\$ 339
Donations to Clients	2	1
	<u>\$ 308</u>	<u>\$ 340</u>

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Consolidated Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 10 BENEFIT PLANS

The Ministry participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Ministry also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$10,698 for the year ended March 31, 2010 (2009 – \$9,511).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Ministry also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

### NOTE 11 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the Act) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the Act but they no longer met the new criteria for Persons with Development Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* Report, Government directed that PDD boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the Act.

The total cost of these services for 46 grandfathered individuals that has been included in the Consolidated Statements of Operations is estimated to be \$1,752 (2009 – 49 individuals with a cost of \$2,146). The total cost for 1 grandfathered agency, which provides services to an additional 11 individuals, that has been included in the Statements of Operations is estimated to be \$1,066 (2009 – \$1,092).

# **MINISTRY OF SENIORS AND COMMUNITY SUPPORTS**

## **Notes to the Consolidated Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 12 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to 2010 presentation.

### **NOTE 13 APPROVAL OF CONSOLIDATED FINANCIAL STATEMENTS**

The consolidated financial statements were approved by the Senior Financial Officer and the Deputy Minister of the Ministry.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Schedules to Financial Statements Revenues

Year ended March 31  
(thousands of dollars)

### SCHEDULE 1

	2010		2009
	Budget	Actual	Actual
Transfers from the Government of Canada			
Canada Social Transfers	\$ 279,680	\$ 284,054	\$ 301,345
Government of Canada – affordable housing	-	-	10,176
Recoveries from Indian and Northern Affairs Canada	13,200	18,040	13,673
	292,880	302,094	325,194
Other revenue			
Refunds of expenses	3,135	6,823	10,148
Premiums, fees and licences	1,000	1,154	1,190
Interest income	-	12	102
Sales	-	176	191
Miscellaneous	165	37	43
	4,300	8,202	11,674
Total revenues	\$ 297,180	\$ 310,296	\$ 336,868

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

### SCHEDULE 2

	2010		2009
	Budget	Actual	Actual (Note 3)
Expenses			
Salaries, wages and employee benefits	\$ 144,724	\$ 136,588	\$ 133,284
Supplies and services	433,156	530,350	396,965
Supplies and services from support service arrangements with related parties <sup>(a)</sup>	180	886	964
Grants	1,394,494	1,277,947	1,318,016
Other	788	(145)	678
Amortization of tangible capital assets	766	827	772
Total expenses before recoveries	1,974,108	1,946,453	1,850,679
Less: recovery from support service arrangements with related parties <sup>(b)</sup>	-	(357)	(573)
	<u>\$ 1,974,108</u>	<u>\$ 1,946,096</u>	<u>\$ 1,850,106</u>
Valuation adjustments			
Provision for doubtful accounts	\$ 100	\$ 97	\$ 96
Provision for vacation pay	95	375	500
	<u>\$ 195</u>	<u>\$ 472</u>	<u>\$ 596</u>

<sup>(a)</sup> The Ministry receives financial and administrative services from the Ministry of Employment and Immigration, and the Ministry of Children and Youth Services.

<sup>(b)</sup> The Ministry provides specialized program supports to children who are the responsibility of Calgary and Area Child and Family Services Authority. Costs incurred for these activities are recovered from the Calgary and Area Child and Family Services Authority.

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Schedule to Financial Statements Budget

Year ended March 31  
(thousands of dollars)

### SCHEDULE 3

	2009-10		
	Estimates	Adjustments <sup>(a)</sup>	Authorized Budget
<b>Revenues</b>			
Transfers from the Government of Canada	\$ 292,880	\$ -	\$ 292,880
Premiums, fees and licences	1,000	-	1,000
Other revenue	3,300	-	3,300
	<u>297,180</u>	<u>-</u>	<u>297,180</u>
<b>Expenses</b>			
Assured Income for the Severely Handicapped	709,492	735	710,227
Support to Persons with Developmental Disabilities	603,856	-	603,856
Alberta Seniors Benefit	323,145	-	323,145
Seniors Dental and Optical Assistance	63,458	-	63,458
Special Needs Assistance for Seniors	23,962	-	23,962
School Property Tax Assistance	11,000	-	11,000
Seniors Lodge Assistance	34,420	-	34,420
Supportive Living and Long Term Care	5,810	-	5,810
Alberta Aids to Daily Living	109,982	-	109,982
Disability and Community Support Programs	19,971	-	19,971
Public Guardian Services	10,087	-	10,087
Ministry Support Services	8,925	-	8,925
Lodge Renovations and Repairs	-	-	-
Rural Affordable Supportive Living	-	-	-
Affordable Supportive Living Initiative	50,000	55	50,055
	<u>1,974,108</u>	<u>790</u>	<u>1,974,898</u>
<b>Valuation adjustments</b>			
Provision for doubtful accounts	100	-	100
Provision for vacation pay	95	-	95
	<u>195</u>	<u>-</u>	<u>195</u>
	<u>1,974,303</u>	<u>790</u>	<u>1,975,093</u>
<b>Net operating results</b>	<u>\$ (1,677,123)</u>	<u>\$ (790)</u>	<u>\$ (1,677,913)</u>
<b>Equipment purchases</b>	<u>\$ 800</u>	<u>\$ -</u>	<u>\$ 800</u>
<b>Non-budgetary disbursements</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<sup>(a)</sup> Adjustments include in year transfer of \$55 from the Ministry of Infrastructure for emergent capital projects and \$735 from Ministry of Treasury Board for Business Process Re-engineering for the Social-based Assistance Review.

## MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4

Related parties are those entities consolidated or accounted for on a modified equity basis in the Province of Alberta's financial statements. Related parties also include management in the Ministry.

The Ministry and its employees paid or collected certain taxes and fees set by regulation for permits, licences, and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Ministry had the following transactions with related parties recorded on the Statements of Operations and Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Other Entities	
	2010	2009
Expenses – Directly Incurred		
Grants	\$ 108	\$ 92
Other services	6,575	9,401
	<u>\$ 6,683</u>	<u>\$ 9,493</u>
Tangible capital assets transferred out	<u>\$ (150)</u>	<u>\$ -</u>
Accounts receivable from other entities	<u>\$ 1,935</u>	<u>\$ 11</u>
Accounts payable to other entities	<u>\$ 2,343</u>	<u>\$ 252</u>
Contractual obligations	<u>\$ 1,212</u>	<u>\$ 1,089</u>

The above transactions do not include support service arrangement transactions disclosed in Schedule 2.

## MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4 (continued)

The Ministry also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements and are disclosed in Schedule 5.

	Other Entities	
	2010	2009
Expenses – Incurred by Others		
Accommodation	\$ 31,943	\$ 18,937
Legal services	643	470
Other services	6,035	6,105
	<u>\$ 38,621</u>	<u>\$ 25,512</u>

# MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

## Schedules to Financial Statements Allocated Costs

Year ended March 31  
(thousands of dollars)

### SCHEDULE 5

	2010						2009	
		Expenses – Incurred by Others			Valuation Adjustments			
Program	Expenses <sup>(1)</sup>	Accom- modation Costs	Legal Services	Other Services	Vacation Pay	Doubtful Accounts	Total Expenses	Total Expenses (Note 3)
Assured Income for the Severely Handicapped	\$ 716,700	\$ 2,514	\$ 59	\$1,000	\$ 157	\$ -	\$ 720,430	\$ 631,125
Support to Persons with Developmental Disabilities	592,192	25,626	154	3,349	(36)	-	621,285	588,104
Alberta Seniors Benefit	307,670	970	42	281	(8)	97	309,052	268,176
Seniors Dental and Optical Assistance	64,058	76	13	86	13	-	64,246	58,112
Special Needs Assistance for Seniors	25,568	171	5	36	(9)	-	25,771	22,466
School Property Tax Assistance	11,455	-	-	-	-	-	11,455	6,394
Seniors Lodge Assistance	30,983	-	-	-	-	-	30,983	32,247
Supportive Living and Long Term Care	4,097	266	13	105	60	-	4,541	4,367
Alberta Aids to Daily Living	109,393	471	3	148	22	-	110,037	108,125
Disability and Community Support Programs	16,800	390	60	443	18	-	17,711	17,168
Public Guardian Services	8,967	794	210	254	68	-	10,293	10,197
Ministry Support Services	8,158	665	84	333	90	-	9,330	8,963
Lodge Renovations and Repairs	-	-	-	-	-	-	-	35,566
Rural Affordable Supportive Living	-	-	-	-	-	-	-	795
Affordable Supportive Living Initiative	50,055	-	-	-	-	-	50,055	84,409
	\$1,946,096	\$ 31,943	\$ 643	\$6,035	\$ 375	\$ 97	\$ 1,985,189	\$ 1,876,214

<sup>(1)</sup> Expenses – Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS**

**Financial Statements**

**March 31, 2010**

## **DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS**

### **Financial Statements**

**Year ended March 31**

**Auditor's Report**

**Statements of Operations**

**Statements of Financial Position**

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**Notes to the Financial Statements**

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**Schedule 2 Expenses – Directly Incurred Detailed by Object**

**Schedule 3 Budget**

**Schedule 4 Comparison of Expenses - Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget**

**Schedule 5 Salary and Benefits Disclosure**

**Schedule 6 Related Party Transactions**

**Schedule 7 Allocated Costs**



## Auditor's Report

To the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Department of Seniors and Community Supports as at March 31, 2010 and 2009 and the statements of operations and cash flows for the years then ended. These financial statements are the responsibility of the Department's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Department as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Mehwar N. Saher CA*  
Auditor General

Edmonton, Alberta  
June 9, 2010

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Statements of Operations

Year ended March 31  
(thousands of dollars)

	2010		2009
	Budget (Schedule 3)	Actual	Actual (Note 3)
Revenues (Schedule 1)			
Transfers from the Government of Canada	\$ 292,880	\$ 302,094	\$ 325,194
Other revenue	3,135	3,921	6,546
	296,015	306,015	331,740
Expenses – Directly incurred (Note 2(b) and Schedule 7)			
Voted (Schedules 2 and 4)			
Ministry Support Services	8,925	8,158	8,131
Seniors Services	421,565	408,751	353,240
Disability Supports	834,785	839,299	748,121
Community Support Programs and Strategic Planning	706,350	686,984	737,326
	1,971,625	1,943,192	1,846,818
Statutory (Schedules 2 and 4)			
Valuation adjustments			
Provision for doubtful accounts	100	97	96
Provision for vacation pay	95	375	500
	195	472	596
	1,971,820	1,943,664	1,847,414
Loss on disposal of tangible capital assets	-	26	-
Net operating results	\$ (1,675,805)	\$ (1,637,675)	\$ (1,515,674)

The accompanying notes and schedules are part of these financial statements.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Statements of Financial Position

As at March 31  
(thousands of dollars)

	2010	2009 (Note 3)
<b>Assets</b>		
Cash and cash equivalents	\$ 39	\$ 188
Accounts receivable (Note 4)	13,519	9,351
Tangible capital assets (Note 5)	7,230	7,643
	<u>\$ 20,788</u>	<u>\$ 17,182</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	\$ 195,912	\$ 238,444
<b>Net Assets</b>		
Net assets (liabilities) at beginning of year	(221,262)	(201,433)
Net operating results	(1,637,675)	(1,515,674)
Net financing provided from General Revenues	1,683,813	1,495,845
	<u>(175,124)</u>	<u>(221,262)</u>
	<u>\$ 20,788</u>	<u>\$ 17,182</u>

The accompanying notes and schedules are part of these financial statements.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Statements of Cash Flows

Year ended March 31  
(thousands of dollars)

	2010	2009 (Note 3)
Operating transactions		
Net operating results	\$ (1,637,675)	\$ (1,515,674)
Non-cash items included in net operating result		
Amortization	516	422
Loss on disposal of tangible capital assets	26	-
Valuation adjustments	472	596
	(1,636,661)	(1,514,656)
(Increase) decrease in accounts receivable before valuation adjustments	(4,265)	2,453
(Decrease) Increase in accounts payable and accrued liabilities before valuation adjustments	(42,907)	31,349
Decrease in unearned revenue	-	(10,176)
Cash applied to operating transactions	(1,683,833)	(1,491,030)
Capital transactions		
Acquisition of tangible capital assets	(279)	(4,636)
Transfer of tangible capital assets	150	-
Cash applied to capital transactions	(129)	(4,636)
Financing transactions		
Net financing provided from General Revenues	1,683,813	1,495,845
(Decrease) increase in cash and cash equivalents	(149)	179
Cash and cash equivalents, beginning of year	188	9
Cash and cash equivalents, end of year	\$ 39	\$ 188

The accompanying notes and schedules are part of these financial statements.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Department of Seniors and Community Supports operates under the authority of the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The purpose of the Department is to provide supports, services, programs, information and strategic planning that contribute to the inclusion, well-being and independence of seniors, persons with disabilities, and seniors in need of housing supports.

This is done by:

- Providing targeted financial assistance.
- Planning, providing and coordinating supports and services for living in the community.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the departments.

#### (a) Reporting Entity

The reporting entity is the Department of Seniors and Community Supports, which is part of the Ministry of Seniors and Community Supports for which the Minister of Seniors and Community Supports is accountable. Other entities reporting to the Minister are the Persons with Developmental Disabilities Community Boards. The activities of these organizations are not included in these financial statements. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

All departments of the Government of Alberta operate within the General Revenue Fund (the Fund). The Fund is administered by the Minister of Finance and Enterprise. All cash receipts of departments are deposited into the Fund and all cash disbursements made by departments are paid from the Fund. Net financing provided from General Revenues is the difference between all cash receipts and all cash disbursements made.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### *Transfers from Government of Canada*

Transfers from Government of Canada are recognized as revenues when authorized by federal legislation or federal/provincial agreements, eligibility criteria if any are met and a reasonable estimate of the amounts can be made. Overpayments relating to Canada Social Transfer entitlements and transfers received before revenue recognition criteria have been met are included in accounts payable and accrued liabilities or unearned revenue.

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Department has primary responsibility and accountability for, as reflected in the Government's budget documents.

Grants are recognized when authorized and eligibility criteria are met.

In addition to program operating expenses like salaries, supplies, etc., directly incurred expenses also include:

- amortization of tangible capital assets.
- pension costs which are the cost of employer contributions during the year.
- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.

##### *Incurred by Others*

Services contributed by other entities in support of the Department's operations are disclosed in Schedule 7.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Department are limited to financial claims, such as advances to and receivables from other organizations, employees and other individuals.

Assets acquired by right are not included. Tangible capital assets of the Department are recorded at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

Donated tangible capital assets are recorded at their fair value at the time of contribution.

When tangible capital assets are gifted or sold for a nominal sum, the fair values of these tangible capital assets less any nominal proceeds are recorded as grants in kind.

##### Liabilities

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

##### Net Assets/Net Liabilities

Net assets/net liabilities represents the difference between the carrying value of assets held by the Department and its liabilities.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments.

##### Measurement Uncertainty

Measurement uncertainty exists when there is a variance between the recognized and another reasonably possible amount. The nature of uncertainty, for Canada Social Transfers (CST), can arise from changes in the base allocations which are primarily a result of the Province of Alberta's share of the national population and the total CST cash set by federal legislation.

### NOTE 3 PROGRAM TRANSFERS

Effective December 1, 2008 the responsibility for administration of the Supplementary Health Benefits for AADL clients was transferred from Alberta Health and Wellness. The 2009 comparative financial statements have been restated to reflect this transfer as if it had occurred on April 1, 2008. This resulted in the restatement of comparative figures for 2009 which decreased net operating results by \$5,448 and increased net financing provided from General Revenues by \$5,448.

### NOTE 4 ACCOUNTS RECEIVABLE

	2010		2009	
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Government of Canada	\$ 13,187	\$ -	\$ 13,187	\$ 9,132
Other receivables	432	100	332	219
	<u>\$ 13,619</u>	<u>\$ 100</u>	<u>\$ 13,519</u>	<u>\$ 9,351</u>

Accounts receivable are unsecured and non-interest bearing.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 5 TANGIBLE CAPITAL ASSETS

	2010				2009
	Equipment*	Computer hardware and software	Leasehold improvements	Total	Total
<b>Estimated useful life</b>	10 years	5 years	10 years		
<b>Historical cost **</b>					
Beginning of year	\$ 371	\$ 11,241	\$ 189	\$ 11,801	\$ 7,165
Additions	203	66	10	279	4,636
Transfers	(150)	-	-	(150)	-
Disposal, including write-downs	(1)	(25)	-	(26)	-
	<u>\$ 423</u>	<u>\$ 11,282</u>	<u>\$ 199</u>	<u>\$ 11,904</u>	<u>\$ 11,801</u>
<b>Accumulated amortization</b>					
Beginning of year	\$ 76	\$ 4,050	\$ 32	\$ 4,158	\$ 3,736
Amortization expense	32	465	19	516	422
	<u>\$ 108</u>	<u>\$ 4,515</u>	<u>\$ 51</u>	<u>\$ 4,674</u>	<u>\$ 4,158</u>
<b>Net book value at March 31, 2010</b>	<u>\$ 315</u>	<u>\$ 6,767</u>	<u>\$ 148</u>	<u>\$ 7,230</u>	
<b>Net book value at March 31, 2009</b>	<u>\$ 210</u>	<u>\$ 7,276</u>	<u>\$ 157</u>		<u>\$ 7,643</u>

\* Equipment includes office equipment and furniture.

\*\* Historical cost includes work-in-progress at March 31, 2010 totalling \$5,834 (2009 - \$6,296) comprised of: equipment \$36 (2009 - \$120) computer hardware and software \$5,788 (2009 - \$6,176), and leasehold improvements \$10 (2009 - \$0).

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 6 CONTRACTUAL OBLIGATIONS

Contractual obligations are obligations of the Department to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	<u>2010</u>	<u>2009</u>
Obligations under operating leases, contracts and programs	<u>\$ 20,858</u>	<u>\$ 8,268</u>

Estimated payment requirements for each of the next five years and thereafter are as follows:

#### Obligations under Operating Leases, Contracts and Programs

	<u>Total</u>
2010 -11	\$ 19,037
2011 -12	1,480
2012 -13	97
2013 -14	97
2014 -15	82
Thereafter	<u>65</u>
	<u>\$ 20,858</u>

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 7 CONTINGENCIES

The Department has a contingent liability in respect of four claims (2009 – four claims) aggregating \$2,587 (2009 – \$2,087) relating to decisions made by the Eugenics Board of Alberta pursuant to the Sexual Sterilization Act of 1928, which was repealed in 1972. The ultimate outcome of these claims cannot be determined.

At March 31, 2010 the Department is a defendant in three legal claims (2009 – five legal claims). One of these claims has a specified amount of \$195 and the remaining two have no specified amount (2009 – two claims with a specified amount of \$540 and three with no specified amount). Included in the total legal claims are two claims with no specified amounts (2009 – three claims amounting to \$345) in which the Department has been jointly named with other entities. One claim with no specified amount (2009 – one claim with a specified amount of \$345) is covered by the Alberta Risk Management Fund.

The resulting loss, if any, from these claims cannot be determined.

### NOTE 8 BENEFIT PLANS

The Department participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Department also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$5,046 for the year ended March 31, 2010 (2009 – \$4,309).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Department also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to employer's annual contributions for the year.

# **DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 9 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

### **NOTE 10 APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were approved by the Senior Financial Officer and the Deputy Minister.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Revenues

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 1

	2010		2009
	Budget	Actual	Actual
Transfers from the Government of Canada			
Canada Social Transfers	\$ 279,680	\$ 284,054	\$ 301,345
Government of Canada – affordable housing	-	-	10,176
Recoveries from Indian and Northern Affairs Canada	13,200	18,040	13,673
	<u>292,880</u>	<u>302,094</u>	<u>325,194</u>
Other revenue			
Refunds of expenses	3,135	3,881	6,414
Interest income	-	12	102
Miscellaneous	-	23	25
Premiums, fees and licences	-	5	5
	<u>3,135</u>	<u>3,921</u>	<u>6,546</u>
Total revenues	<u>\$ 296,015</u>	<u>\$ 306,015</u>	<u>\$ 331,740</u>

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 2

	2010		2009
	Budget	Actual	Actual (Note 3)
<b>Voted</b>			
Salaries, wages and employee benefits	\$ 57,748	\$ 57,436	\$ 54,176
Supplies and services	39,082	37,901	42,400
Supplies and services from support service arrangements with related parties <sup>(a)</sup>	180	886	877
Grants	1,874,000	1,846,196	1,748,689
Other	296	257	254
Amortization of tangible capital assets	319	516	422
	<u>\$ 1,971,625</u>	<u>\$ 1,943,192</u>	<u>\$ 1,846,818</u>
<b>Statutory</b>			
Valuation adjustments			
Provision for doubtful accounts	\$ 100	\$ 97	\$ 96
Provision for vacation pay	95	375	500
	<u>\$ 195</u>	<u>\$ 472</u>	<u>\$ 596</u>

<sup>(a)</sup> The Department receives financial and administrative services from the Ministry of Employment and Immigration, and the Ministry of Children and Youth Services.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Schedule to Financial Statements Budget

Year ended March 31  
(thousands of dollars)

### SCHEDULE 3

	2009-10		Authorized Budget
	Estimates	Adjustments <sup>(a)</sup>	
<b>Revenues</b>			
Transfers from the Government of Canada	\$ 292,880	\$ -	\$ 292,880
Other revenue	3,135	-	3,135
	<u>296,015</u>	<u>-</u>	<u>296,015</u>
<b>Expenses – Directly incurred</b>			
<b>Voted</b>			
Ministry Support Services	8,925	-	8,925
Seniors Services	421,565	-	421,565
Disability Supports	834,785	735	835,520
Community Support Programs and Strategic Planning	706,350	55	706,405
	<u>1,971,625</u>	<u>790</u>	<u>1,972,415</u>
<b>Statutory expenses</b>			
Valuation adjustments			
Provision for doubtful accounts	100	-	100
Provision for vacation pay	95	-	95
	<u>195</u>	<u>-</u>	<u>195</u>
	<u>1,971,820</u>	<u>790</u>	<u>1,972,610</u>
<b>Net operating results</b>	<u>\$ (1,675,805)</u>	<u>\$ (790)</u>	<u>\$ (1,676,595)</u>
<b>Equipment purchases</b>	<u>\$ 160</u>	<u>\$ -</u>	<u>\$ 160</u>
<b>Non-budgetary disbursements</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<sup>(a)</sup> Adjustments include in year transfer of \$55 from the Ministry of Infrastructure for emergent capital projects and \$735 from Ministry of Treasury Board for Business Process Re-engineering for the Social Based Assistance Review.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedule to Financial Statements

### Comparison of Expenses – Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4

	2009-10				
	Estimates	Adjust- ments <sup>(a)</sup>	Authorized Budget	Actual	Unexpended (Over- Expended)
Voted Expense, Equipment Purchases and Capital Investment					
<b>MINISTRY SUPPORT SERVICES</b>					
1.0.1 Minister's Office	\$ 568	\$ -	\$ 568	\$ 456	\$ 112
1.0.2 Deputy Minister's Office	687	-	687	662	25
1.0.3 Communications	487	-	487	407	80
1.0.4 Strategic Corporate Services					
- Expense	6,931	-	6,931	6,389	542
- Equipment purchases	-	-	-	70	(70)
1.0.5 Cabinet Policy Committee on Health	252	-	252	244	8
	<b>8,925</b>	<b>-</b>	<b>8,925</b>	<b>8,228</b>	<b>697</b>

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedule to Financial Statements

### Comparison of Expenses – Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4 (continued)

		2009-10				
		Estimates	Adjust- ments <sup>(a)</sup>	Authorized Budget	Actual	Unexpended (Over- Expended)
Voted Expense, Equipment Purchases and Capital Investment						
<b>SENIORS SERVICES</b>						
<b>2.1</b>	<b>Management and Operations</b>					
2.1.1	Program Support	1,233	-	1,233	1,440	(207)
2.1.2	Alberta Seniors Benefit & School Property Tax Assistance Program Delivery					
	- Expense	5,999	-	5,999	6,067	(68)
	- Equipment purchases	60	-	60	-	60
2.1.3	Client and Information Services	2,273	-	2,273	2,132	141
2.1.4	Special Needs Assistance Program Delivery	1,507	-	1,507	1,281	226
2.1.5	Seniors Dental and Optical Assistance Program Delivery	-				
	- Expense	2,458	-	2,458	3,032	(574)
	- Equipment purchases	100	-	100	-	100
2.1.6	Seniors Advisory Council	307	-	307	264	43
<b>2.2</b>	<b>Income Support for Seniors</b>					
2.2.1	Alberta Seniors Benefit	313,333	-	313,333	297,767	15,566
2.2.2	School Property Tax Assistance	11,000	-	11,000	11,455	(455)
2.2.3	Seniors Project Grants	705	-	705	589	116
2.2.4	Special Needs Assistance Grants	21,750	-	21,750	23,698	(1,948)
2.2.5	Seniors Dental Assistance Program	53,900	-	53,900	53,991	(91)
2.2.6	Seniors Optical Assistance Program	7,100	-	7,100	7,035	65
		<b>421,725</b>	<b>-</b>	<b>421,725</b>	<b>408,751</b>	<b>12,974</b>

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Schedule to Financial Statements

### Comparison of Expenses – Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4 (continued)

		2009-10			Unexpended
		Estimates	Adjust- ments <sup>(a)</sup>	Authorized Budget	(Over Expended)
Voted Expense, Equipment Purchases and Capital Investment					
<b>DISABILITY SUPPORTS</b>					
<b>3.1 Management and Operations</b>					
3.1.1	Program Support				
	- Expense	4,072	-	4,072	(2,598)
	- Equipment purchases	-	-	-	(167)
3.1.2	AISH Program Delivery	21,617	735	22,352	1,015
3.1.3	AISH Health Related Assistance Support	3,600	-	3,600	(1,488)
3.1.4	Alberta Aids to Daily Living	5,232	-	5,232	70
3.1.5	Brain Injury Initiative and Other Supports for Persons with Disabilities	14,556	-	14,556	2,018
3.1.6	Premier's Council on the Status of Persons with Disabilities	755	-	755	87
<b>3.2 Assured Income for the Severely Handicapped</b>					
3.2.1	Financial Assistance	517,255	-	517,255	(125)
3.2.2	Health Related Assistance	162,948	-	162,948	(3,277)
<b>3.3 Alberta Aids to Daily Living</b>					
3.3.1	Alberta Aids to Daily Living Grants	104,750	-	104,750	519
		<b>834,785</b>	<b>735</b>	<b>835,520</b>	<b>(3,946)</b>

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedule to Financial Statements

### Comparison of Expenses – Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4 (continued)

	2009-10				
	Estimates	Adjust- ments <sup>(a)</sup>	Authorized Budget	Actual	Unexpended (Over- Expended)
Voted Expense, Equipment Purchases and Capital Investment					
<b>COMMUNITY SUPPORT PROGRAMS AND STRATEGIC PLANNING</b>					
<b>4.1 Management and Operations</b>					
4.1.1 Program Support	841	-	841	762	79
4.1.2 Planning and Research	1,072	-	1,072	993	79
4.1.3 Public Guardian Services					
- Expense	10,087	-	10,087	8,967	1,120
- Equipment purchases	-	-	-	4	(4)
4.1.4 Protection for Persons in Care					
- Expense	2,747	-	2,747	1,839	908
- Equipment purchases	-	-	-	6	(6)
4.1.5 Supportive Living and Long Term Care	5,307	-	5,307	3,671	1,636
4.1.6 Persons with Developmental Disabilities Program					
- Expense	6,890	-	6,890	6,105	785
- Equipment purchases	-	-	-	32	(32)

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Schedule to Financial Statements

### Comparison of Expenses – Directly Incurred, Equipment Purchases and Capital Investment, Statutory Expenses, and Non-Budgetary Disbursements by Element to Authorized Budget

Year ended March 31

(thousands of dollars)

#### SCHEDULE 4 (continued)

		2009-10				
		Estimates	Adjust- ments <sup>(a)</sup>	Authorized Budget	Actual	Unexpended (Over Expended)
Voted Expense, Equipment Purchases and Capital Investment						
<b>4.2 Supportive Living Grants</b>						
4.2.1	Supportive Living Project Grants	503	-	503	426	77
4.2.2	Seniors Lodge Assistance	34,420	-	34,420	30,983	3,437
4.2.3	Affordable Supportive Living Initiative	50,000	55	50,055	50,055	-
4.2.4	Rural Affordable Supportive Living	-	-	-	-	-
4.2.5	Seniors Lodge Renovations and Repairs	-	-	-	-	-
<b>4.3 Financial Assistance to Persons With Developmental Disabilities Boards</b>						
4.3.1	Financial Assistance to Persons with Developmental Disabilities Boards	594,483	-	594,483	583,183	11,300
		<b>706,350</b>	<b>55</b>	<b>706,405</b>	<b>687,026</b>	<b>19,379</b>
Total Voted Expenses						
		<b>\$ 1,971,785</b>	<b>\$ 790</b>	<b>\$ 1,972,575</b>	<b>\$ 1,943,471</b>	<b>\$ 29,104</b>
Expense						
		<b>\$ 1,971,625</b>	<b>\$ 790</b>	<b>\$ 1,972,415</b>	<b>\$ 1,943,192</b>	<b>\$ 29,223</b>
Equipment purchases		160	-	160	279	(119)
		<b>\$ 1,971,785</b>	<b>\$ 790</b>	<b>\$ 1,972,575</b>	<b>\$ 1,943,471</b>	<b>\$ 29,104</b>
Statutory Expenses						
Valuation Adjustments and Other Provisions		\$ 195	\$ -	\$ 195	\$ 472	\$ (277)
Non-Budgetary Disbursements						
		\$ -	\$ -	\$ -	\$ -	\$ -

<sup>(a)</sup> Adjustments include in year transfer of \$55 from the Ministry of Infrastructure for emergent capital projects and \$735 from Ministry of Treasury Board for Business Process Re-engineering for the Social Based Assistance Review.

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Schedules to Financial Statements Salary and Benefits Disclosure

Year ended March 31

(in dollars)

### SCHEDULE 5

	2010			2009	
	Base Salary <sup>(1)</sup>	Other Cash Benefits <sup>(2)</sup>	Other Non-cash Benefits <sup>(3)</sup>	Total	Total
Deputy Minister <sup>(4) (5)</sup>	\$ 264,069	\$ 57,200	\$ 65,661	\$ 386,930	\$ 373,637
Executives					
Assistant Deputy Minister, Seniors Services	185,117	13,502	45,117	243,736	270,644
Assistant Deputy Minister, Disability Supports <sup>(6)</sup>	164,692	-	33,885	198,577	264,828
Assistant Deputy Minister, Community Support Programs and Strategic Planning	185,117	-	9,374	194,491	216,879
Assistant Deputy Minister, Social Based Assistance Review <sup>(7)</sup>	154,195	-	38,188	192,383	-

Prepared in accordance with Treasury Board Directive 12/98 as amended.

<sup>(1)</sup> Base salary includes pensionable base pay.

<sup>(2)</sup> Other cash benefits include vacation payouts.

<sup>(3)</sup> Other non-cash benefits include the government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plan, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and tuition fees.

<sup>(4)</sup> Automobile provided, no dollar amount included in other non-cash benefits.

<sup>(5)</sup> This position was occupied by two individuals during the year. The previous incumbent was Deputy Minister until July 7, 2009.

<sup>(6)</sup> This position was occupied by two individuals during the year. The previous incumbent was in this position until May 31, 2009 and the current incumbent is in an acting capacity effective June 1, 2009.

<sup>(7)</sup> This is a position created for the Minister's Mandate. The current incumbent became Assistant Deputy Minister of Social Based Assistance Review effective June 1, 2009.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 6

Related parties are those entities consolidated or accounted for on a modified equity basis in the Province of Alberta's financial statements. Related parties also include management in the Department.

The Department and its employees paid or collected certain taxes and fees set by regulation for permits, licences, and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Department had the following transactions with related parties recorded on the Statements of Operations and Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Directly Incurred				
Grants	\$ 583,183	\$ 561,081	\$ -	\$ 88
Other services	-	-	2,334	2,893
	<u>\$ 583,183</u>	<u>\$ 561,081</u>	<u>\$ 2,334</u>	<u>\$ 2,981</u>
Tangible capital assets transferred out	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (150)</u>	<u>\$ -</u>
Accounts receivable	<u>\$ -</u>	<u>\$ 40</u>	<u>\$ -</u>	<u>\$ -</u>
Accounts payable	<u>\$ 7</u>	<u>\$ -</u>	<u>\$ 142</u>	<u>\$ 37</u>
Contractual obligations	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 535</u>	<u>\$ 418</u>

The above transactions do not include support service arrangement transactions disclosed in Schedule 2.

## DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

### Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 6 (continued)

The Department also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements and are disclosed in Schedule 7.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Accommodation	\$ -	\$ -	\$ 6,593	\$ 5,495
Legal services	-	-	503	375
Other services	-	-	3,775	3,759
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,871</u>	<u>\$ 9,629</u>

# DEPARTMENT OF SENIORS AND COMMUNITY SUPPORTS

## Schedules to Financial Statements Allocated Costs

Year ended March 31  
(thousands of dollars)

### SCHEDULE 7

Program	2010						2009	
	Expenses <sup>(1)</sup>	Expenses – Incurred by others			Valuation Adjustments		Total Expenses	Total Expenses (Note 3)
		Accommodation Costs	Legal Services	Other Services	Vacation Pay	Doubtful Accounts		
Ministry Support								
Services	\$ 8,158	\$ 665	\$ 84	\$ 333	\$ 90	\$ -	\$ 9,330	\$ 9,011
Seniors Services	408,751	1,217	60	403	(4)	97	410,524	355,149
Disability Supports	839,299	3,109	97	1,490	154	-	844,149	752,528
Community Support								
Programs and Strategic Planning	686,984	1,602	262	1,549	135	-	690,532	740,355
	<u>\$ 1,943,192</u>	<u>\$ 6,593</u>	<u>\$ 503</u>	<u>\$ 3,775</u>	<u>\$ 375</u>	<u>\$ 97</u>	<u>\$ 1,954,535</u>	<u>\$ 1,857,043</u>

<sup>(1)</sup> Expenses – Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
CALGARY REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Financial Statements**

**Year ended March 31**

Auditor's Report

Statements of Operations

Statements of Financial Position

Statements of Cash Flows

Notes to the Financial Statements

Schedule 1 Expenses – Directly Incurred Detailed by Object

Schedule 2 Budget

Schedule 3 Salary and Benefits Disclosure

Schedule 4 Related Party Transactions

Schedule 5 Allocated Costs



## Auditor's Report

To the Members of the Board of the Persons with Developmental Disabilities Calgary Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities Calgary Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Persons with Developmental Disabilities Calgary Region Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

I also report that, as described in Note 11, the Board made certain payments that did not comply with the *Person with Developmental Disabilities Community Governance Act*.

*Mehwar N. Saher CA*  
Auditor General

Edmonton, Alberta  
May 27, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31**  
**(thousands of dollars)**

	2010		2009
	Budget	Actual	Actual
	(Schedule 2)		
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 155,662	\$ 152,604	\$ 146,769
Previous year's refund of expenditures	-	212	534
	<u>155,662</u>	<u>152,816</u>	<u>147,303</u>
<b>Expenses – Directly Incurred</b> (Note 2(b), Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	74,942	72,956	69,632
Employment Supports	7,682	6,024	5,714
Community Access Supports	34,371	31,233	29,543
Specialized Community Supports	2,300	2,400	1,702
Direct Operations	1,097	732	750
Supports to Delivery Systems	35,083	41,114	39,136
Board Governance	175	118	138
	<u>155,650</u>	<u>154,577</u>	<u>146,615</u>
Valuation adjustments (Schedule 1)			
Provision for vacation pay	84	48	149
	<u>155,734</u>	<u>154,625</u>	<u>146,764</u>
<b>Net operating results</b>	<u>\$ (72)</u>	<u>\$ (1,809)</u>	<u>\$ 539</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 1,628	\$ 7,626
Accounts receivable (Note 3)	2,019	218
Tangible capital assets (Note 4)	11	13
	<u>\$ 3,658</u>	<u>\$ 7,857</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	\$ 2,879	\$ 5,269
<b>Net assets</b>		
Net assets at beginning of year	2,588	2,049
Net operating results	(1,809)	539
	<u>779</u>	<u>2,588</u>
Net assets at end of year	<u>\$ 3,658</u>	<u>\$ 7,857</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31  
(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ (1,809)	\$ 539
Non-cash items included in net operating results		
Valuation adjustments	48	149
Amortization	2	2
	(1,759)	690
Increase in accounts receivable	(1,801)	(214)
Decrease in accounts payable and accrued liabilities before valuation adjustments	(2,438)	(1,202)
Cash applied to operating transactions	(5,998)	(726)
Cash and cash equivalents, beginning of year	7,626	8,352
Cash and cash equivalents, end of year	\$ 1,628	\$ 7,626

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities Calgary Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing, and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- amortization of tangible capital assets.
- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

##### *Description of Program Expenses Reported on the Statements of Operations*

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

Direct Operations – other expenses incurred to operate the following facilities:

- Bow Park Court
- Scenic Bow Legion Group Homes
- Parkmont Achievement Center

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

#### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

#### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and financial claims, such as receivables from other organizations.

Tangible capital assets of the Board are recorded at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### Liabilities

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

## NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

### (b) Basis of Financial Reporting (continued)

#### Net Assets/Net Liabilities

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

#### Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments.

## NOTE 3 ACCOUNTS RECEIVABLE

	2010			2009
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Agencies	\$ 1,797	\$ -	\$ 1,797	\$ 213
Government Departments	220	-	220	-
Other	2	-	2	5
	<u>\$ 2,019</u>	<u>\$ -</u>	<u>\$ 2,019</u>	<u>\$ 218</u>

Accounts receivable are unsecured and non-interest bearing.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### **NOTE 4 TANGIBLE CAPITAL ASSETS**

	2010			2009
	Vehicles	Equipment *	Equipment **	Total
Estimated useful life	3 years	10 years	15 years	
<b>Historical cost</b>				
Beginning of year	\$ 348	\$ 10	\$ 13	\$ 371
<b>Accumulated amortization</b>				
Beginning of year	\$ 348	\$ 5	\$ 5	\$ 358
Amortization expense	-	1	1	2
	\$ 348	\$ 6	\$ 6	\$ 360
<b>Net book value at March 31, 2010</b>	\$ -	\$ 4	\$ 7	\$ 11
<b>Net book value at March 31, 2009</b>	\$ -	\$ 5	\$ 8	\$ 13

\* includes communication equipment.

\*\* includes bathing equipment.

### **NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2010	2009
Employees' accrued vacation pay and manpower costs	\$ 1,763	\$ 1,645
Accrued supplies and services	1,116	558
Accrued grants	-	3,066
	\$ 2,879	\$ 5,269

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 6 VOLUNTARY CONTRIBUTIONS

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulty in determining their fair market values.

### NOTE 7 CONTRACTUAL OBLIGATIONS

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$100,169 for the year ending March 31, 2011.

### NOTE 8 CONTINGENT LIABILITIES

At March 31, 2010 the Board is a defendant in two legal claims (2009 – two legal claims) in which it has been jointly named with other entities. One of these claims has a specified amount of \$200 (2009 – one claim with a specified amount of \$200). Another claim of no specified amount is covered by the Alberta Risk Management Fund (2009 – one claim). The resulting loss, if any, from these claims cannot be determined.

### NOTE 9 TRUST FUNDS UNDER ADMINISTRATION

The Board administers trust funds consisting of public money over which the Legislature has no power of appropriation. Because the Province has no equity in the funds and administers them for the purpose of various trusts, they are not included in the Board's financial statements.

At March 31, 2010 trust funds under administration were as follows:

	2010	2009
Client trust funds	\$ 84	\$ 86

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 10 BENEFIT PLANS

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$967 for the year ended March 31, 2010 (2009 – \$845).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

### NOTE 11 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the Act) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the Act but they no longer met the new criteria for Persons with Developmental Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* report, Government directed that PDD Boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the Act.

There are currently 21 grandfathered individuals and one grandfathered agency in the Calgary Region. The total cost of services to 21 grandfathered individuals that has been included in the Statements of Operations is estimated to be \$615 (2009 – 21 individuals totalling \$707). The total cost of the grandfathered agency, which provides services to an additional 11 individuals, that has been included in the Statements of Operations is estimated to be \$1,066 (2009 – one grandfathered agency serving 11 individuals totalling \$1,092).

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 12 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

### **NOTE 13 APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were prepared by management and approved by the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 15,069	\$ 12,202	\$ 11,639
Supplies and services	82,069	138,320	75,922
Supplies and services from support service arrangement with related parties	-	-	87
Grants	58,389	4,410	59,538
Amortization of tangible capital assets	123	2	2
	155,650	154,934	147,188
Valuation adjustments			
Provision for vacation pay	84	48	149
Total expenses before recoveries	155,734	154,982	147,337
Less recovery from support service arrangement with related parties <sup>(a)</sup>	-	(357)	(573)
	<u>\$ 155,734</u>	<u>\$ 154,625</u>	<u>\$ 146,764</u>

<sup>(a)</sup> The Board provides specialized program supports to children who are the responsibility of Calgary and Area Child and Family Services Authority. Costs incurred for these activities are recovered from the Calgary and Area Child and Family Services Authority.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Schedule to Financial Statements Budget**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 2**

	2009-10		
	Budget	Adjustments	Final Budget
<b>Revenue</b>			
Transfer from Department of Seniors and Community Supports <sup>(a)</sup>	\$ 155,662	\$ (3,058)	\$ 152,604
<b>Expenses – Directly Incurred</b>			
Community Living Supports	74,942	(1,809)	73,133
Employment Supports	7,682	(208)	7,474
Community Access Supports	34,371	(908)	33,463
Specialized Community Supports	2,300	(62)	2,238
Direct Operations	1,097	-	1,097
Supports to Delivery Systems	35,083	1,929	37,012
Board Governance	175	-	175
	155,650	(1,058)	154,592
<b>Valuation adjustments</b>			
Provision for vacation pay	84	-	84
<b>Net operating results <sup>(b)</sup></b>	<b>\$ (72)</b>	<b>\$ (2,000)</b>	<b>\$ (2,072)</b>
<b>Equipment purchases</b>	<b>\$ 135</b>	<b>\$ -</b>	<b>\$ 135</b>

<sup>(a)</sup> Budget reduced by \$3,058 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

<sup>(b)</sup> Additional spending authority of \$2,000 approved by Treasury Board on January 20, 2010.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Schedules to Financial Statements Salary and Benefits Disclosure

Year ended March 31  
(in dollars)

### SCHEDULE 3

	2010				2009
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 21,716	\$ -	\$ 21,716	\$ 25,386
Board Members <sup>(e)</sup>	-	69,857	-	69,857	80,274
Chief Executive Officer <sup>(f)</sup>	151,545	-	36,382	187,927	205,917
Executive Director, Graduated Supports <sup>(f)</sup>	113,494	-	27,973	141,467	141,125
Senior Manager, Strategic Planning and Development <sup>(f)</sup>	109,242	-	25,980	135,222	134,938
Senior Manager, Finance and Resource Allocation <sup>(f)</sup>	107,153	-	26,524	133,677	132,823
Manager, Community Supports <sup>(f)</sup>	98,978	-	24,999	123,977	126,505

Prepared in accordance with Treasury Board Directive 12/98 as amended.

- (a) Base Salary includes pensionable base pay.
- (b) Other cash benefits include vacation payouts, lump sum payments and honoraria.
- (c) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and tuition fees.
- (d) These amounts represent honoraria payments made to the Chair of the Board.
- (e) There are 8 board member positions. These amounts represent honoraria payments made to the board members during the year.
- (f) Executives and managers are assigned to the Board from the Department of Seniors and Community Supports and are not employees of the Board.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD

## Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

### SCHEDULE 4

Related parties are those entities consolidated or accounted for on the modified equity basis in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licenses and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Revenues				
Department of Seniors and Community Supports	\$ 152,604	\$ 146,769	\$ -	\$ -
Expenses – Directly Incurred				
Department of Advanced Education and Technology	\$ -	\$ -	\$ 153	\$ 136
Department of Health and Wellness	-	-	64	61
Service Alberta	-	-	18	5
	\$ -	\$ -	\$ 235	\$ 202
Accounts payable	\$ -	\$ 40	\$ 34	\$ 16
Accounts receivable	\$ 18	\$ -	\$ 225	\$ -
Contractual obligations	\$ -	\$ -	\$ 34	\$ 34

The above transactions do not include support service arrangement transactions disclosed in Schedule 1.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Related Party Transactions**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 4 (continued)**

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Department of Infrastructure	\$ -	\$ -	\$ 3,833	\$ 2,265
Department of Justice and Attorney General	-	-	21	18
Treasury Board	-	-	-	73
Service Alberta	-	-	584	587
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,438</u>	<u>\$ 2,943</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CALGARY REGION COMMUNITY BOARD**

## Schedules to Financial Statements Allocated Costs

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 5**

Program	2010					2009	
	Expenses <sup>(a)</sup>	Expenses – Incurred by Others			Valuation Adjustments	Total Expenses	Total Expenses
		Accommodation Costs	Legal Services	Other Services	Vacation Pay		
Community Living Supports	\$ 72,956	\$ 2,733	\$ -	\$ -	\$ -	\$ 75,689	\$ 71,428
Employment Supports	6,024	-	-	-	-	6,024	5,714
Community Access Supports	31,233	452	-	-	-	31,685	29,809
Specialized Community Supports	2,400	-	-	-	-	2,400	1,702
Direct Operations	732	-	-	-	-	732	750
Supports to Delivery Systems	41,114	648	21	584	48	42,415	40,346
Board Governance	118	-	-	-	-	118	138
	<u>\$ 154,577</u>	<u>\$ 3,833</u>	<u>\$ 21</u>	<u>\$ 584</u>	<u>\$ 48</u>	<u>\$ 159,063</u>	<u>\$ 149,707</u>

<sup>(a)</sup> Expenses - Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
CENTRAL REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Financial Statements**

**Year ended March 31**

**Auditor's Report**

**Statements of Operations**

**Statements of Financial Position**

**Statements of Cash Flows**

**Notes to the Financial Statements**

**Schedule 1     Expenses – Directly Incurred Detailed by Object**

**Schedule 2     Budget**

**Schedule 3     Salary and Benefits Disclosure**

**Schedule 4     Related Party Transactions**

**Schedule 5     Allocated Costs**



## Auditor's Report

To the Members of the Board of the Persons with Developmental Disabilities Central Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities Central Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Mehwar N. Saher* CA  
Auditor General

Edmonton, Alberta  
June 2, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31  
(thousands of dollars)**

	2010		2009
	Budget	Actual	Actual
	(Schedule 2)		
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 141,870	\$ 140,048	\$ 136,037
Previous year's refund of expenditures	-	288	125
Fee revenue	900	944	905
Program fund revenue	165	176	191
Other revenue	-	14	17
	142,935	141,470	137,275
<b>Expenses – Directly Incurred</b> (Note 2(b), Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	84,349	85,389	82,125
Employment Supports	3,674	3,722	3,339
Community Access Supports	15,437	14,863	14,760
Specialized Community Supports	2,527	1,721	1,842
Direct Operations	14,593	10,752	12,464
Supports to Delivery Systems	22,905	23,745	23,123
Board Governance	157	145	161
Program Fund	165	223	190
	143,807	140,560	138,004
Valuation adjustments (Schedule 1)			
Provision for vacation pay	266	(430)	182
(Gain) loss on disposal of tangible capital assets	-	(1)	11
	144,073	140,129	138,197
<b>Net operating results</b>	<b>\$ (1,138)</b>	<b>\$ 1,341</b>	<b>\$ (922)</b>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 5,849	\$ 8,591
Accounts receivable (Note 3)	6,478	964
Inventory	414	387
Tangible capital assets (Note 4)	1,552	1,454
	<u>\$ 14,293</u>	<u>\$ 11,396</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	\$ 10,644	\$ 9,088
<b>Net assets</b>		
Net assets at beginning of year	2,308	3,230
Net operating results	<u>1,341</u>	<u>(922)</u>
	<u>3,649</u>	<u>2,308</u>
Net assets at end of year	<u>\$ 14,293</u>	<u>\$ 11,396</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31  
(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ 1,341	\$ (922)
Non-cash items included in net operating results		
Valuation adjustments	(430)	182
Amortization	301	339
(Gain) loss on disposal of tangible capital assets	(1)	11
	1,211	(390)
Increase in accounts receivable	(5,514)	(767)
Increase in inventory	(27)	(13)
Increase (decrease) in accounts payable and accrued liabilities before valuation adjustments	1,986	(253)
	(2,344)	(1,423)
Cash applied to operating transactions		
Capital transactions		
Acquisition of tangible capital assets	(407)	(449)
Proceeds on disposal/sale of tangible capital assets	9	-
	(398)	(449)
Cash applied to capital transactions		
Decrease in cash and cash equivalents	(2,742)	(1,872)
Cash and cash equivalents, beginning of year	8,591	10,463
Cash and cash equivalents, end of year	\$ 5,849	\$ 8,591

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities Central Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing, and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual method of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- amortization of tangible capital assets.
- valuation adjustments, which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### *Description of Revenues and Expenses Reported on the Statements of Operations*

Fee Revenue – Michener Centre and Youngstown Home collect fees from certain residents in accordance with the Social Care Facilities Rates Order. In addition, Michener Centre collects fees from external users of the Roland Michener Recreation Centre.

Program Fund Revenue and Expenses – The Board administers funds that are designated by the Minister of Finance as regulated. Revenues are generated from and expenses are incurred for the sale of goods and the provision of dental services to external users. The funds are used to provide recreational, social and dental services to persons with developmental disabilities.

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

Direct Operations – other expenses incurred to operate the following facilities:

- Michener Centre, Red Deer, Alberta
- Youngstown Home, Youngstown, Alberta

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

##### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and financial claims, such as receivables from other organizations.

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the average cost method.

Tangible capital assets of the Board are recorded at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

##### **Liabilities**

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in a sacrifice of economic benefits in the future.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)**

#### **(b) Basis of Financial Reporting (continued)**

##### **Net Assets/Net Liabilities**

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

##### **Valuation of Financial Assets and Liabilities**

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short-term nature of these instruments.

### **NOTE 3 ACCOUNTS RECEIVABLE**

	2010		2009	
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Trades receivable	\$ 1,786	\$ -	\$ 1,786	\$ 138
Agencies	4,690	-	4,690	822
Other - GST	2	-	2	4
	<u>\$ 6,478</u>	<u>\$ -</u>	<u>\$ 6,478</u>	<u>\$ 964</u>

Accounts receivable are unsecured and non-interest bearing.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 4 TANGIBLE CAPITAL ASSETS**

	2010				2009
	Leasehold improvements	Equipment *	Computer equipment	Total	Total
<b>Estimated useful life</b>	5-10 years	5-10 years	5 years		
<b>Historical cost</b>					
Beginning of year	\$ 592	\$ 3,873	\$ 432	\$ 4,897	\$ 4,719
Additions	207	200	-	407	449
Disposal, including write-downs	-	(400)	(21)	(421)	(271)
	<u>\$ 799</u>	<u>\$ 3,673</u>	<u>\$ 411</u>	<u>\$ 4,883</u>	<u>\$ 4,897</u>
<b>Accumulated amortization</b>					
Beginning of year	\$ 86	\$ 2,929	\$ 428	\$ 3,443	\$ 3,364
Amortization expense	62	238	1	301	339
Effect of disposals	-	(392)	(21)	(413)	(260)
	<u>\$ 148</u>	<u>\$ 2,775</u>	<u>\$ 408</u>	<u>\$ 3,331</u>	<u>\$ 3,443</u>
<b>Net Book Value at March 31, 2010</b>	<u>\$ 651</u>	<u>\$ 898</u>	<u>\$ 3</u>	<u>\$ 1,552</u>	
<b>Net Book Value at March 31, 2009</b>	<u>\$ 506</u>	<u>\$ 944</u>	<u>\$ 4</u>		<u>\$ 1,454</u>

\* Equipment includes vehicles, heavy equipment, kitchen and laundry equipment, medical and rehabilitation equipment, bathing equipment, and other equipment.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
(thousands of dollars)

### **NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2010	2009
Accrued grants	\$ -	\$ 1,255
Employees' accrued vacation pay and manpower costs	6,674	6,385
Accrued supplies and services	3,888	1,415
Accrued capital purchases	82	33
	<u>\$ 10,644</u>	<u>\$ 9,088</u>

### **NOTE 6 VOLUNTARY CONTRIBUTIONS**

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulty in determining their fair market values.

### **NOTE 7 CONTRACTUAL OBLIGATIONS**

Contractual obligations are obligations of the Board to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	2010	2009
Obligations under operating leases, contracts and programs	<u>\$ 2,770</u>	<u>\$ 2,575</u>

Estimated payment requirements for each of the next five years and thereafter are as follows:

	Total
2010-11	\$ 2,347
2011-12	216
2012-13	76
2013-14	75
2014-15	38
Thereafter	<u>18</u>
	<u>\$ 2,770</u>

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$16,937 for the year ending March 31, 2011.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 8 TRUST FUNDS UNDER ADMINISTRATION

The Board administers trust funds consisting of public money over which the Legislature has no power of appropriation. Because the Province has no equity in the funds and administers them for the purpose of various trusts, they are not included in the Board's financial statements.

At March 31, 2010 trust funds under administration were as follows:

	2010	2009
Client trust funds	\$ 129	\$ 157

### NOTE 9 BENEFIT PLANS

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$3,041 for the year ended March 31, 2010 (2009 – \$2,866).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

# PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 10 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the *Act*) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the *Act* but they no longer met the new criteria for Persons with Developmental Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* report, the Government directed that PDD Boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the *Act*.

The total cost of these services for 3 individuals that has been included in the Statements of Operations is estimated to be \$131 (2009 – 3 clients totalling \$132).

### NOTE 11 COMPARATIVE FIGURES

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

### NOTE 12 APPROVAL OF FINANCIAL STATEMENTS

The financial statements were prepared by management and approved by the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 48,475	\$ 45,025	\$ 45,990
Supplies and services	92,900	92,972	78,529
Grants	2,119	2,262	13,146
Amortization of tangible capital assets	313	301	339
	143,807	140,560	138,004
Valuation adjustments			
Provision for vacation pay	266	(430)	182
	<u>\$ 144,073</u>	<u>\$ 140,130</u>	<u>\$ 138,186</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Schedule to Financial Statements Budget**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 2**

	2009-10		
	Budget	Adjustments <sup>(a)</sup>	Final Budget
<b>Revenue</b>			
Transfer from Department of Seniors and Community Supports	\$ 141,870	\$ (1,822)	\$ 140,048
Fee revenue	900	-	900
Program fund revenue	165	-	165
	<u>142,935</u>	<u>(1,822)</u>	<u>141,113</u>
<b>Expenses – Directly Incurred</b>			
Community Living Supports	84,349	(1,351)	82,998
Employment Supports	3,674	(91)	3,583
Community Access Supports	15,437	(329)	15,108
Specialized Community Supports	2,527	(22)	2,505
Direct Operations	14,593	-	14,593
Supports to Delivery Systems	22,905	(29)	22,876
Board Governance	157	-	157
Program Fund	165	-	165
	<u>143,807</u>	<u>(1,822)</u>	<u>141,985</u>
<b>Valuation adjustments</b>			
Provision for vacation pay	266	-	266
<b>Net operating results</b>	<u>\$ (1,138)</u>	<u>\$ -</u>	<u>\$ (1,138)</u>
<b>Equipment purchases</b>	<u>\$ 460</u>	<u>\$ -</u>	<u>\$ 460</u>

<sup>(a)</sup> Budget reduced by \$1,822 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Salary and Benefits Disclosure**

**Year ended March 31  
(in dollars)**

### **SCHEDULE 3**

	2010			2009
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 27,783	\$ -	\$ 27,783
Board Members <sup>(e)</sup>	-	81,452	-	81,452
Chief Executive Officer <sup>(f)</sup>	138,950	35,329	34,307	208,586
Chief Operating Officer <sup>(f)</sup>	123,148	22,218	30,791	176,157
Director, Community Programs <sup>(f)</sup>	118,312	-	28,666	146,978
Chief Financial Officer <sup>(f)</sup>	109,683	-	25,747	135,430
Manager, Corporate Development <sup>(f)</sup>	98,978	-	23,552	122,530

Prepared in accordance with Treasury Board Directive 12/98 as amended.

<sup>(a)</sup> Base Salary includes pensionable base pay.

<sup>(b)</sup> Other cash benefits include vacation payouts, lump sum payments and honoraria.

<sup>(c)</sup> Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long-term disability plans, professional memberships and tuition fees.

<sup>(d)</sup> These amounts represent honoraria payments made to the Chair of the Board.

<sup>(e)</sup> There are 9 board member positions. These amounts represent honoraria payments made to the board members during the year.

<sup>(f)</sup> Executives and managers are assigned to the Board from the Department of Seniors and Community Supports and are not employees of the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Related Party Transactions**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 4**

Related parties are those entities consolidated or accounted for on the modified equity basis in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licences and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
<b>Revenues</b>				
Department of Seniors and Community Supports	\$ 140,048	\$ 136,037	\$ -	\$ -
<b>Expenses - Directly Incurred</b>				
Service Alberta	\$ -	\$ -	\$ 139	\$ 106
Department of Advanced Education and Technology	-	-	59	60
Department of Health and Wellness	-	-	-	1
	\$ -	\$ -	\$ 198	\$ 167
<b>Account receivable</b>	\$ -	\$ -	\$ 1,529	\$ 4
<b>Accounts payable</b>	\$ -	\$ -	\$ 5	\$ -
<b>Contractual obligations</b>	\$ -	\$ -	\$ 358	\$ 422

# **PERSONS WITH DEVELOPMENTAL DISABILITIES CENTRAL REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Related Party Transactions**

**Year ended March 31**  
**(thousands of dollars)**

### **SCHEDULE 4 (continued)**

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Department of Infrastructure	\$ -	\$ -	\$ 14,980	\$ 7,914
Service Alberta	-	-	574	577
Department of Justice and Attorney General	-	-	11	28
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,565</u>	<u>\$ 8,519</u>

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
CENTRAL REGION COMMUNITY BOARD**

**Schedules to Financial Statements  
Allocated Costs**

**Year ended March 31  
(thousands of dollars)**

**SCHEDULE 5**

Program	2010					2009	
	Expenses <sup>(a)</sup>	Expenses – Incurred by Others			Valuation Adjustments	Total Expenses	Total Expenses
		Accommodation Costs	Legal Services	Other Services	Vacation Pay		
Community Living Supports	\$ 85,389	\$ 9,138	\$ -	\$ -	\$ (3)	\$ 94,524	\$ 87,136
Employment Supports	3,722	-	-	-	-	3,722	3,339
Community Access Supports	14,863	1,648	-	-	(100)	16,411	15,635
Specialized Community Supports	1,721	599	-	-	-	2,320	2,158
Direct Operations	10,752	2,547	-	-	(98)	13,201	13,721
Supports to Delivery Systems	23,745	1,048	11	574	(229)	25,149	24,365
Board Governance	145	-	-	-	-	145	161
Program Fund	223	-	-	-	-	223	190
	<u>\$ 140,560</u>	<u>\$ 14,980</u>	<u>\$ 11</u>	<u>\$ 574</u>	<u>\$ (430)</u>	<u>\$ 155,695</u>	<u>\$ 146,705</u>

<sup>(a)</sup> Expenses - Directly Incurred as per Statements of Operations, excluding valuation adjustments.



**PERSONS WITH DEVELOPMENTAL DISABILITIES  
EDMONTON REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

## **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

### **Financial Statements**

**Year ended March 31**

**Auditor's Report**

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**Notes to the Financial Statements**

**Schedule 1    Expenses – Directly Incurred Detailed by Object**

**Schedule 2    Budget**

**Schedule 3    Salary and Benefits Disclosure**

**Schedule 4    Related Party Transactions**

**Schedule 5    Allocated Costs**

## Auditor's Report

To the Members of the Board of the Persons with Developmental Disabilities Edmonton Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities Edmonton Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows, and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Persons with Developmental Disabilities Edmonton Community Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Mehna N. Saher* CA  
Auditor General

Edmonton, Alberta  
June 4, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31  
(thousands of dollars)**

	2010		2009
	Budget (Schedule 2)	Actual	Actual
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 175,872	\$ 172,120	\$ 164,962
Previous year's refund of expenditures	-	995	1,642
Premiums, fees and licenses	100	205	281
	<u>175,972</u>	<u>173,320</u>	<u>166,885</u>
<b>Expenses – Directly Incurred</b> (Note 2(b) and Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	122,601	111,981	108,127
Employment Supports	7,808	6,757	7,893
Community Access Supports	18,118	17,729	16,537
Specialized Community Supports	1,151	850	1,121
Direct Operations	1,399	1,014	1,136
Supports to Delivery Systems	24,767	34,169	30,005
Board Governance	100	128	105
	<u>175,944</u>	<u>172,628</u>	<u>164,924</u>
<b>Valuation adjustments (Schedule 1)</b>			
Provision for vacation pay	119	(3)	25
	<u>176,063</u>	<u>172,625</u>	<u>164,949</u>
<b>Net operating results</b>	<u>\$ (91)</u>	<u>\$ 695</u>	<u>\$ 1,936</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 8,634	\$ 10,735
Accounts receivable (Note 3)	3,379	418
Tangible capital assets (Note 4)	8	16
	<u>\$ 12,021</u>	<u>\$ 11,169</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	<u>\$ 6,111</u>	<u>\$ 5,954</u>
<b>Net assets</b>		
Net assets at beginning of year	5,215	3,279
Net operating results	<u>695</u>	<u>1,936</u>
Net assets at end of year	<u>5,910</u>	<u>5,215</u>
	<u>\$ 12,021</u>	<u>\$ 11,169</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31**  
**(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ 695	\$ 1,936
Non-cash items included in net operating results		
Valuation adjustments	(3)	25
Amortization	8	9
	700	1,970
Increase in accounts receivable	(2,961)	(216)
Increase (decrease) in accounts payable and accrued liabilities before valuation adjustments	160	(22)
Cash (applied to) provided by operating transactions	(2,101)	1,732
Cash and cash equivalents, beginning of year	10,735	9,003
Cash and cash equivalents, end of year	\$ 8,634	\$ 10,735

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities Edmonton Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- amortization of tangible capital assets.
- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

##### *Description of Program Expenses Reported on the Statements of Operations*

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

Direct Operations – expenses incurred to operate the Eric Cormack Centre and 11 community homes in the greater Edmonton area.

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

#### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

#### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and cash equivalents and financial claims, such as accounts receivables from other organizations.

Tangible capital assets of the Board are recorded at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

#### **Liabilities**

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in future.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Net Assets/Net Liabilities

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

##### Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments.

### NOTE 3 ACCOUNTS RECEIVABLE

	2010		2009	
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Maintenance recovery	\$ 25	\$ -	\$ 25	\$ 31
Agencies	3,194	-	3,194	297
Other	160	-	160	90
	<u>\$ 3,379</u>	<u>\$ -</u>	<u>\$ 3,379</u>	<u>\$ 418</u>

Accounts receivable are unsecured and non-interest bearing.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 4 TANGIBLE CAPITAL ASSETS**

	2010			2009
	Equipment *	Leasehold Improvements	Total	Total
<b>Estimated useful life</b>	7 years	5 years		
<b>Historical cost</b>				
Beginning of year	\$ 23	\$ 40	\$ 63	\$ 63
<b>Accumulated amortization</b>				
Beginning of year	\$ 20	\$ 27	\$ 47	\$ 38
Amortization expense	1	7	8	9
	\$ 21	\$ 34	\$ 55	\$ 47
<b>Net book value at March 31, 2010</b>	\$ 2	\$ 6	\$ 8	
<b>Net book value at March 31, 2009</b>	\$ 3	\$ 13		\$ 16

\* Equipment includes kitchen equipment and bathing equipment.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2010	2009
Accrued grants	\$ -	\$ 3,768
Employees' accrued vacation pay and manpower costs	2,101	1,787
Agency accruals	3,707	-
Other accrued supplies and services	303	399
	<u>\$ 6,111</u>	<u>\$ 5,954</u>

### NOTE 6 VOLUNTARY CONTRIBUTIONS

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulties in determining their fair market value.

### NOTE 7 CONTRACTUAL OBLIGATIONS

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$19,527 for the year ending March 31, 2011.

### NOTE 8 CONTINGENT LIABILITIES

At March 31, 2010 the Board is a defendant in one legal claim of no specified amount (2009 – one legal claim of no specified amount) in which it has been jointly named with other entities (2009 – one joint claim). This claim is covered by the Alberta Risk Management Fund (2009 – one claim). The resulting loss, if any, from this claim cannot be determined.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 9 TRUST FUNDS UNDER ADMINISTRATION

The Board administers trust funds consisting of public money over which the Legislature has no power of appropriation. Because the Province has no equity in the funds and administers them for the purpose of various trusts, they are not included in the Board's financial statements.

At March 31, 2010 trust funds under administration were as follows:

	2010	2009
Client trust funds	\$ 93	\$ 96
Donations to clients	2	1
	<u>\$ 95</u>	<u>\$ 97</u>

### NOTE 10 BENEFIT PLANS

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$1,180 for the year ended March 31, 2010 (2009 – \$1,077).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 11 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the *Act*) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the *Act* but they no longer met the new criteria for Persons with Developmental Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* report, Government directed that PDD Boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the *Act*.

The total cost of these services in 2010 for 9 individuals that has been included in the Statements of Operations is estimated to be \$609 (2009 – 10 individuals totalling \$643).

### NOTE 12 COMPARATIVE FIGURES

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

### NOTE 13 APPROVAL OF FINANCIAL STATEMENTS

The financial statements were prepared by management and approved by the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 17,492	\$ 16,486	\$ 16,277
Supplies and services	117,786	151,351	108,527
Grants	40,664	4,783	40,111
Amortization of tangible capital assets	2	8	9
	175,944	172,628	164,924
Valuation adjustments			
Provision for vacation pay	119	(3)	25
	<u>\$ 176,063</u>	<u>\$ 172,625</u>	<u>\$ 164,949</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Schedule to Financial Statements Budget**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 2**

	2009-10		
	Budget	Adjustments	Final Budget
<b>Revenue</b>			
Transfer from Department of Seniors and Community Supports <sup>(a)</sup>	\$ 175,872	\$ (3,752)	\$ 172,120
Premiums, fees and licenses	100	-	100
	<u>175,972</u>	<u>(3,752)</u>	<u>172,220</u>
<b>Expenses – Directly Incurred</b>			
Community Living Supports	122,601	(2,718)	119,883
Employment Supports	7,808	(186)	7,622
Community Access Supports	18,118	(409)	17,709
Specialized Community Supports	1,151	(20)	1,131
Direct Operations	1,399	-	1,399
Supports to Delivery Systems	24,767	2,581	27,348
Board Governance	100	-	100
	<u>175,944</u>	<u>(752)</u>	<u>175,192</u>
<b>Valuation adjustments</b>			
Provision for vacation pay	119	-	119
<b>Net operating results <sup>(b)</sup></b>	<u>\$ (91)</u>	<u>\$ (3,000)</u>	<u>\$ (3,091)</u>
<b>Equipment purchases</b>	<u>\$ 30</u>	<u>\$ -</u>	<u>\$ 30</u>

<sup>(a)</sup> Budget reduced by \$3,752 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

<sup>(b)</sup> Additional spending authority of \$3,000 approved by Treasury Board on January 20, 2010.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Schedules to Financial Statements Salary and Benefits Disclosure

Year ended March 31  
(in dollars)

### SCHEDULE 3

	2010				2009
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 39,370	\$ -	\$ 39,370	\$ 34,762
Board Members <sup>(e)</sup>	-	53,959	-	53,959	47,606
Chief Executive Officer <sup>(f)</sup>	151,545	-	36,808	188,353	201,978
Assistant Chief Executive Officer <sup>(f)</sup>	123,148	-	29,962	153,110	157,673
Manager, Finance and Administration <sup>(f)</sup>	98,978	-	25,005	123,983	123,846
Manager, Community Resources <sup>(f)</sup>	98,978	-	23,193	122,171	123,095
Executive Director, Residential Services <sup>(f)</sup>	120,561	-	28,269	148,830	145,870

Prepared in accordance with Treasury Board Directive 12/98 as amended.

(a) Base Salary includes pensionable base pay.

(b) Other cash benefits include vacation payouts, lump-sum payments and honoraria.

(c) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and tuition fees.

(d) These amounts represent honoraria payments made to the Chair of the Board.

(e) There are 7 board member positions. These amounts represent honoraria payments made to the board members during the year.

(f) Executives are assigned to the Board from the Department of Seniors and Community Supports and are not employees of the Board.

# PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD

## Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

### SCHEDULE 4

Related parties are those entities consolidated or accounted for on the modified equity basis in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licenses and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
<b>Revenues</b>				
Department of Seniors and Community Supports	\$ 172,120	\$ 164,962	\$ -	\$ -
<b>Expenses – Directly Incurred</b>				
Service Alberta	\$ -	\$ -	\$ 19	\$ 37
Department of Infrastructure	-	-	1	1
Alberta Health Services	-	-	18	218
Department of Children and Youth Services	-	-	56	202
	\$ -	\$ -	\$ 94	\$ 458
<b>Accounts payable</b>	\$ -	\$ -	\$ 18	\$ 102
<b>Accounts receivable</b>	\$ -	\$ -	\$ 142	\$ -

# **PERSONS WITH DEVELOPMENTAL DISABILITIES EDMONTON REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Related Party Transactions**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 4 (continued)**

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Department of Infrastructure	\$ -	\$ -	\$ 5,311	\$ 2,714
Service Alberta	-	-	620	624
Department of Justice and Attorney General	-	-	97	41
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,028</u>	<u>\$ 3,379</u>

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
EDMONTON REGION COMMUNITY BOARD**

**Schedules to Financial Statements  
Allocated Costs**

**Year ended March 31  
(thousands of dollars)**

**SCHEDULE 5**

Program	2010					2009	
	Expenses <sup>(a)</sup>	Expenses – Incurred by Others			Valuation Adjustments	Total Expenses	Total Expenses
		Accommodation Costs	Legal Services	Other Services	Vacation Pay		
Community Living Supports	\$ 111,981	\$ 3,891	\$ -	\$ -	\$ 97	\$ 115,969	\$ 109,954
Employment Supports	6,757	-	-	-	-	6,757	7,893
Community Access Supports	17,729	-	-	-	-	17,729	16,537
Specialized Community Supports	850	-	-	-	-	850	1,121
Direct Operations	1,014	-	-	-	-	1,014	1,136
Supports to Delivery Systems	34,169	1,420	97	620	(100)	36,206	31,582
Board Governance	128	-	-	-	-	128	105
	<u>\$ 172,628</u>	<u>\$ 5,311</u>	<u>\$ 97</u>	<u>\$ 620</u>	<u>\$ (3)</u>	<u>\$ 178,653</u>	<u>\$ 168,328</u>

<sup>(a)</sup> Expenses - Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
NORTHEAST REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

## **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

### **Financial Statements**

**Year ended March 31**

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Schedule 4 Related Party Transactions

Schedule 5 Allocated Costs



## Auditor's Report

To the Members of the Board of the Persons with Developmental Disabilities Northeast Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities Northeast Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Persons with Developmental Disabilities Northeast Region Community Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Meswar N. Saher* CA  
Auditor General

Edmonton, Alberta  
June 1, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31**  
**(thousands of dollars)**

	2010		2009
	Budget	Actual	Actual
	(Schedule 2)		
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 32,078	\$ 31,369	\$ 30,018
Previous year's refund of expenditures	-	401	432
	<u>32,078</u>	<u>31,770</u>	<u>30,450</u>
<b>Expenses – Directly Incurred</b> (Note 2 (b), Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	14,593	15,334	15,600
Employment Supports	2,633	2,106	2,492
Community Access Supports	3,733	4,598	4,812
Specialized Community Supports	438	413	566
Supports to Delivery Systems	10,498	8,508	6,791
Board Governance	183	156	156
	<u>32,078</u>	<u>31,115</u>	<u>30,417</u>
<b>Valuation adjustments (Schedule 1)</b>			
Provision for vacation pay	8	4	28
	<u>32,086</u>	<u>31,119</u>	<u>30,445</u>
<b>Net operating results</b>	<u>\$ (8)</u>	<u>\$ 651</u>	<u>\$ 5</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 1,967	\$ 2,168
Accounts receivable (Note 3)	433	185
	<u>\$ 2,400</u>	<u>\$ 2,353</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 754	\$ 1,358
<b>Net assets</b>		
Net assets at beginning of year	995	990
Net operating results	651	5
	<u>1,646</u>	<u>995</u>
Net assets at end of year	<u>\$ 2,400</u>	<u>\$ 2,353</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31  
(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ 651	\$ 5
Non-cash items included in net operating results		
Valuation adjustments	4	28
	655	33
Increase in accounts receivable	(248)	(167)
Decrease in accounts payable and accrued liabilities before valuation adjustments	(608)	(89)
Cash applied to operating transactions	(201)	(223)
Cash and cash equivalents, beginning of year	2,168	2,391
Cash and cash equivalents, end of year	\$ 1,967	\$ 2,168

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities Northeast Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing, and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principals for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

##### *Description of Program Expenses Reported on the Statements of Operations*

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

#### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

#### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and financial claims, such as receivables from other organizations.

The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

#### **Liabilities**

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

#### **Net Assets/Net Liabilities**

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)**

#### **(b) Basis of Financial Reporting (continued)**

##### **Valuation of Financial Assets and Liabilities**

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments.

### **NOTE 3 ACCOUNTS RECEIVABLE**

	2010			2009
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
GST	\$ 1	\$ -	\$ 1	\$ 1
Accrued receivables	432	-	432	184
	<u>\$ 433</u>	<u>\$ -</u>	<u>\$ 433</u>	<u>\$ 185</u>

Accounts receivable are unsecured and non-interest bearing.

### **NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2010	2009
Accrued grants	\$ 100	\$ 821
Employees' accrued vacation pay and manpower costs	290	269
Accrued supplies and services	364	268
	<u>\$ 754</u>	<u>\$ 1,358</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

### **NOTE 5 VOLUNTARY CONTRIBUTIONS**

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulties in determining their fair market value.

### **NOTE 6 CONTRACTUAL OBLIGATIONS**

Contractual obligations are obligations of the Board to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	<u>2010</u>	<u>2009</u>
Obligations under operating leases, contracts and programs	<u>\$ 141</u>	<u>\$ 140</u>

Estimated payment requirements for each of the next five years and thereafter are as follows:

	<u>Total</u>
2010-11	\$ 30
2011-12	28
2012-13	27
2013-14	27
2014-15	20
Thereafter	<u>9</u>
	<u>\$ 141</u>

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$23,457 for the year ending March 31, 2011.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 7 BENEFIT PLANS

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$164 for the year ended March 31, 2010 (2009 – \$155).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

### NOTE 8 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the *Act*) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the *Act* but they no longer met the new criteria for Persons with Developmental Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* report, Government directed that PDD Boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the *Act*.

The total cost of these services for 6 individuals that has been included in the Statements of Operations is estimated to be \$125 (2009 – 6 individuals totalling \$188).

## **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

### **Notes to the Financial Statements**

**Year ended March 31  
(thousands of dollars)**

#### **NOTE 9 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

#### **NOTE 10 APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were prepared by management and approved by the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 2,340	\$ 2,019	\$ 2,011
Supplies and services	28,948	28,082	17,851
Grants	790	1,014	10,555
	32,078	31,115	30,417
Valuation adjustments			
Provision for vacation pay	8	4	28
	\$ 32,086	\$ 31,119	\$ 30,445

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD**

## **Schedule to Financial Statements Budget**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 2**

	2009-10		
	Budget	Adjustments <sup>(a)</sup>	Final Budget
Revenue			
Transfer from Department of Seniors and Community Supports	\$ 32,078	\$ (709)	\$ 31,369
Expenses – Directly Incurred			
Community Living Supports	14,593	(473)	14,120
Employment Supports	2,633	(85)	2,548
Community Access Supports	3,733	(121)	3,612
Specialized Community Supports	438	(14)	424
Supports to Delivery Systems	10,498	(16)	10,482
Board Governance	183	-	183
	32,078	(709)	31,369
Valuation adjustments			
Provision for vacation pay	8	-	8
Net operating results	\$ (8)	\$ -	\$ (8)

<sup>(a)</sup> Budget reduced by \$709 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

## Schedules to Financial Statements Salary and Benefits Disclosure

Year ended March 31  
(in dollars)

### SCHEDULE 3

	2010				2009
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 29,251	\$ -	\$ 29,251	\$ 28,336
Board Members <sup>(e)</sup>	-	81,101	-	81,101	79,922
Chief Executive Officer <sup>(f)</sup>	146,862	-	35,691	182,553	190,535
Manager, Finance and Monitoring <sup>(f)</sup>	98,978	-	24,986	123,964	125,782
Manager, Community Integration <sup>(f)(g)</sup>	-	-	-	-	124,933

Prepared in accordance with Treasury Board Directive 12/98 as amended.

(a) Base Salary includes pensionable base pay.

(b) Other cash benefits include vacation payouts, lump sum payments and honoraria.

(c) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and tuition fees.

(d) These amounts represent honoraria payments made to the Chair of the Board.

(e) There are 8 board member positions. These amounts represent honoraria payments made to the board members during the year.

(f) Executives and managers are assigned to the Board from the Department of Seniors and Community Supports and are not employees of the Board.

(g) The position of Manager, Community Integration was vacant for the duration of the fiscal year.

## PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHEAST REGION COMMUNITY BOARD

### Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

#### SCHEDULE 4

Related parties are those entities consolidated or accounted for on the modified equity basis in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licenses and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Revenues				
Department of Seniors and Community Supports	\$ 31,369	\$ 30,018	\$ -	\$ -
Accounts receivable	\$ -	\$ -	\$ 14	\$ 5
Contractual obligations	\$ -	\$ -	\$ 137	\$ 130

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Department of Infrastructure	\$ -	\$ -	\$ 447	\$ 146
Service Alberta	-	-	130	131
Department of Justice and Attorney General	-	-	9	-
	\$ -	\$ -	\$ 586	\$ 277

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
NORTHEAST REGION COMMUNITY BOARD**

**Schedules to Financial Statements  
Allocated Costs**

**Year ended March 31  
(thousands of dollars)**

**SCHEDULE 5**

Program	2010						2009
	Expenses <sup>(a)</sup>	Expenses – Incurred by Others			Valuation Adjustments	Total Expenses	Total Expenses
		Accommodation Costs	Legal Services	Other Services	Vacation Pay		
Community Living Supports	\$ 15,334	\$ -	\$ -	\$ -	\$ -	\$ 15,334	\$ 15,600
Employment Supports	2,106	-	-	-	-	2,106	2,492
Community Access Supports	4,598	-	-	-	-	4,598	4,812
Specialized Community Supports	413	-	-	-	-	413	566
Supports to Delivery Systems	8,508	447	9	130	4	9,098	7,096
Board Governance	156	-	-	-	-	156	156
	<u>\$ 31,115</u>	<u>\$ 447</u>	<u>\$ 9</u>	<u>\$ 130</u>	<u>\$ 4</u>	<u>\$ 31,705</u>	<u>\$ 30,722</u>

<sup>(a)</sup> Expenses - Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
NORTHWEST REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

## **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

### **Financial Statements**

**Year ended March 31**

Auditor's Report

Statements of Operations

Statements of Financial Position

Statements of Cash Flows

Notes to the Financial Statements

Schedule 1 Expenses – Directly Incurred Detailed by Object

Schedule 2 Budget

Schedule 3 Salary and Benefits Disclosure

Schedule 4 Related Party Transactions

Schedule 5 Allocated Costs



## Auditors' Report

To the Members of the Board of the Persons with Developmental Disabilities Northwest Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities Northwest Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Persons with Developmental Disabilities Northwest Region Community Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Mehwar N. Saher CA*  
Auditor General

Edmonton, Alberta  
June 8, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31**  
**(thousands of dollars)**

	2010		2009
	Budget	Actual	Actual
	(Schedule 2)		
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 22,371	\$ 21,958	\$ 21,160
Previous year's refund of expenditures	-	4	33
	<u>22,371</u>	<u>21,962</u>	<u>21,193</u>
<b>Expenses – Directly Incurred</b>			
(Note 2(b), Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	11,412	12,289	11,111
Employment Supports	1,282	850	1,125
Community Access Supports	2,664	2,397	2,629
Specialized Community Supports	967	433	562
Supports to Delivery Systems	5,880	5,679	5,623
Board Governance	160	116	148
	<u>22,365</u>	<u>21,764</u>	<u>21,198</u>
<b>Valuation adjustments (Schedule 1)</b>			
Provision for vacation pay	7	(27)	29
Provision for doubtful accounts	-	2	-
	<u>7</u>	<u>(25)</u>	<u>29</u>
	<u>22,372</u>	<u>21,739</u>	<u>21,227</u>
<b>Net operating results</b>	<u>\$ (1)</u>	<u>\$ 223</u>	<u>\$ (34)</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 948	\$ 566
Accounts receivable (Note 3)	161	111
	<u>\$ 1,109</u>	<u>\$ 677</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 778	\$ 569
<b>Net assets</b>		
Net assets at beginning of year	108	142
Net operating results	223	(34)
	<u>331</u>	<u>108</u>
Net assets at end of year	<u>\$ 1,109</u>	<u>\$ 677</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31**  
**(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ 223	\$ (34)
Non-cash items included in net operating results		
Valuation adjustments	(25)	29
	198	(5)
Increase in accounts receivable	(52)	(66)
Increase (decrease) in accounts payable and accrued liabilities before valuation adjustments	236	(243)
Cash provided by (applied to) operating transactions	382	(314)
Cash and cash equivalents, beginning of year	566	880
Cash and cash equivalents, end of year	<u>\$ 948</u>	<u>\$ 566</u>

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities Northwest Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing, and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

##### *Description of Program Expenses Reported on the Statements of Operations*

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

#### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

#### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and financial claims, such as receivables from other organizations.

The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

#### **Liabilities**

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

#### **Net Assets/Net Liabilities**

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### b) Basis of Financial Reporting (continued)

##### Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments.

### NOTE 3 ACCOUNTS RECEIVABLE

	2010			2009
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Agencies	\$ 161	\$ -	\$ 161	\$ 110
GST	-	-	-	1
	<u>\$ 161</u>	<u>\$ -</u>	<u>\$ 161</u>	<u>\$ 111</u>

Accounts receivable are unsecured and non-interest bearing.

### NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2010	2009
Accrued grants	\$ -	\$ 221
Employees' accrued vacation pay and manpower costs	226	192
Accrued supplies and services	552	156
	<u>\$ 778</u>	<u>\$ 569</u>

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 5 VOLUNTARY CONTRIBUTIONS

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulty in determining their fair market value.

### NOTE 6 CONTRACTUAL OBLIGATIONS

Contractual obligations are obligations of the Board to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	2010	2009
Obligations under operating leases, contracts and programs	\$ 99	\$ 84

Estimated payment requirements for each of the next five years and thereafter are as follows:

	Total
2010-11	\$ 18
2011-12	18
2012-13	19
2013-14	19
2014-15	19
Thereafter	6
	<u>\$ 99</u>

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$12,405 for the year ended March 31, 2011.

## **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

### **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

#### **NOTE 7 BENEFIT PLANS**

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$130 for the year ended March 31, 2010 (2009 – \$117).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

#### **NOTE 8 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

#### **NOTE 9 APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were prepared by management and approved by the Board.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Expenses – Directly Incurred Detailed By Object**

**Year ended March 31  
(thousands of dollars)**

### **SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 1,656	\$ 1,586	\$ 1,464
Supplies and services	13,317	19,665	16,374
Grants	7,383	513	3,360
Amortization of tangible capital assets	9	-	-
	<u>22,365</u>	<u>21,764</u>	<u>21,198</u>
Valuation adjustments			
Provision for vacation pay	7	(27)	29
Provision for doubtful accounts	-	2	-
	<u>7</u>	<u>(25)</u>	<u>29</u>
	<u>\$ 22,372</u>	<u>\$ 21,739</u>	<u>\$ 21,227</u>

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Schedule to Financial Statements Budget

Year ended March 31  
(thousands of dollars)

### SCHEDULE 2

	2009-10		
	Budget	Adjustments <sup>(a)</sup>	Final Budget
Revenue			
Transfer from Department of Seniors and Community Supports	\$ 22,371	\$ (413)	\$ 21,958
Expenses – Directly Incurred			
Community Living Supports	11,412	(282)	11,130
Employment Supports	1,282	(31)	1,251
Community Access Supports	2,664	(66)	2,598
Specialized Community Supports	967	(24)	943
Supports to Delivery Systems	5,880	(10)	5,870
Board Governance	160	-	160
	22,365	(413)	21,952
Valuation adjustments			
Provision for vacation pay	7	-	7
Net operating results	\$ (1)	\$ -	\$ (1)
Equipment purchases	\$ 15	\$ -	\$ 15

<sup>(a)</sup> Budget reduced by \$413 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Salary and Benefits Disclosure**

**Year ended March 31  
(in dollars)**

### **SCHEDULE 3**

	2010				2009
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 24,288	\$ -	\$ 24,288	\$ 24,823
Board Members <sup>(e)</sup>	-	47,196	-	47,196	54,538
Chief Executive Officer <sup>(f) (g)</sup>	162,806	26,472	37,967	227,245	186,546
Community Resource Manager <sup>(f) (h)</sup>	57,859	3,000	14,227	75,086	127,188
Finance Manager <sup>(f)</sup>	89,733	6,000	23,293	119,026	110,306

Prepared in accordance with Treasury Board Directive 12/98 as amended.

- (a) Base Salary includes pensionable base pay.
- (b) Other cash benefits include vacation payouts, lump sum payments and honoraria.
- (c) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and tuition fees.
- (d) These amounts represent honoraria payments made to the Chair of the Board.
- (e) There are 7 board member positions. These amounts represent honoraria payments made to the board members during the year.
- (f) Executives and managers are assigned to the Board from the Department of Seniors and Community Supports and are not employees of the Board.
- (g) The position of Chief Executive Officer was occupied by two individuals during the fiscal year.
- (h) The position of Community Resource Manager was vacant from August 1, 2009 to December 8, 2009.

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

### SCHEDULE 4

Related parties are those entities consolidated or accounted for on the modified equity basis in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licences and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the amount of consideration agreed upon between the related parties:

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Revenues				
Department of Seniors and Community Supports	\$ 21,958	\$ 21,160	\$ -	\$ -
Expenses – Directly Incurred				
Service Alberta	\$ -	\$ -	\$ 2	\$ 4
Alberta Health Services	-	-	4	-
	\$ -	\$ -	\$ 6	\$ 4
Accounts payable	\$ -	\$ -	\$ 39	\$ -
Contractual obligations	\$ -	\$ -	\$ 99	\$ 84

# PERSONS WITH DEVELOPMENTAL DISABILITIES NORTHWEST REGION COMMUNITY BOARD

## Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

### SCHEDULE 4 (continued)

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Entities in the Ministry		Other Entities	
	2010	2009	2010	2009
Expenses – Incurred by Others				
Department of Infrastructure	\$ -	\$ -	\$ 370	\$ 153
Department of Justice and Attorney General	-	-	-	1
Service Alberta	-	-	107	108
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 477</u>	<u>\$ 262</u>

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
NORTHWEST REGION COMMUNITY BOARD**

**Schedules to Financial Statements  
Allocated Costs**

**Year ended March 31  
(thousands of dollars)**

**SCHEDULE 5**

Program	Expenses <sup>(a)</sup>	2010					2009		
		Expenses – Incurred by Others			Valuation Adjustments		Total Expenses	Total Expenses	
		Accommodation Costs	Legal Services	Other Services	Vacation Pay	Doubtful Accounts			
Community Living Supports	\$ 12,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,289	\$ 11,111	
Employment Supports	850	-	-	-	-	-	850	1,125	
Community Access Supports	2,397	-	-	-	-	-	2,397	2,629	
Specialized Community Supports	433	-	-	-	-	-	433	562	
Supports to Delivery Systems	5,679	370	-	107	(27)	2	6,131	5,914	
Board Governance	116	-	-	-	-	-	116	148	
	<b>\$ 21,764</b>	<b>\$ 370</b>	<b>\$ -</b>	<b>\$ 107</b>	<b>\$ (27)</b>	<b>\$ 2</b>	<b>\$ 22,216</b>	<b>\$ 21,489</b>	

<sup>(a)</sup> Expenses - Directly Incurred as per Statements of Operations, excluding valuation adjustments.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
SOUTH REGION COMMUNITY BOARD**

**Financial Statements**

**March 31, 2010**

## **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

### **Financial Statements**

**Year ended March 31**

Auditor's Report

Statements of Operations

Statements of Financial Position

Statements of Cash Flows

Notes to the Financial Statements

Schedule 1     Expenses – Directly Incurred Detailed by Object

Schedule 2     Budget

Schedule 3     Salary and Benefits Disclosure

Schedule 4     Related Party Transactions

Schedule 5     Allocated Costs



## Auditor's Report

To the Members of the Board of the Persons with Developmental Disabilities South Region Community Board and the Minister of Seniors and Community Supports

I have audited the statements of financial position of the Persons with Developmental Disabilities South Region Community Board as at March 31, 2010 and 2009 and the statements of operations and cash flows and the related schedules for the years then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Board as at March 31, 2010 and 2009 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles.

*Meswar N. Saher* CA  
Auditor General

Edmonton, Alberta  
May 27, 2010

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Statements of Operations**

**Year ended March 31**  
**(thousands of dollars)**

	2010		2009
	Budget	Actual	Actual
	(Schedule 2)		
<b>Revenues</b>			
Transfer from Department of Seniors and Community Supports	\$ 66,630	\$ 65,084	\$ 62,135
Previous year's refund of expenditures	-	1,042	968
	<u>66,630</u>	<u>66,126</u>	<u>63,103</u>
<b>Expenses – Directly Incurred</b> (Note 2(b), Schedules 1 and 5)			
<b>Programs</b>			
Community Living Supports	34,081	35,859	33,735
Employment Supports	3,028	2,942	2,780
Community Access Supports	14,092	13,234	12,681
Specialized Community Supports	209	145	107
Supports to Delivery Systems	15,080	13,544	13,333
Board Governance	140	121	151
	<u>66,630</u>	<u>65,845</u>	<u>62,787</u>
<b>Valuation adjustments (Schedule 1)</b>			
Provision for vacation pay	8	4	11
	<u>66,638</u>	<u>65,849</u>	<u>62,798</u>
<b>Net operating results</b>	<u>\$ (8)</u>	<u>\$ 277</u>	<u>\$ 305</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Statements of Financial Position**

**As at March 31**  
**(thousands of dollars)**

	2010	2009
<b>Assets</b>		
Cash and cash equivalents	\$ 4,410	\$ 3,475
Accounts receivable (Note 3)	5,790	1,264
	<u>\$ 10,200</u>	<u>\$ 4,739</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 7,283	\$ 2,099
<b>Net assets</b>		
Net assets at beginning of year	2,640	2,335
Net operating results	<u>277</u>	<u>305</u>
Net assets at end of year	<u>2,917</u>	<u>2,640</u>
	<u>\$ 10,200</u>	<u>\$ 4,739</u>

The accompanying notes and schedules are part of these financial statements.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Statements of Cash Flows**

**Year ended March 31**  
**(thousands of dollars)**

	2010	2009
Operating transactions		
Net operating results	\$ 277	\$ 305
Non-cash items included in net operating results		
Valuation adjustments	4	11
	281	316
Increase in accounts receivable	(4,526)	(969)
Increase in accounts payable and accrued liabilities before valuation adjustments	5,180	926
Cash provided by operating transactions	935	273
Cash and cash equivalents, beginning of year	3,475	3,202
Cash and cash equivalents, end of year	\$ 4,410	\$ 3,475

The accompanying notes and schedules are part of these financial statements.

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 1 AUTHORITY AND PURPOSE

The Persons with Developmental Disabilities South Region Community Board (the Board) is a corporation that was established on October 30, 1997 by way of a Ministerial Order. The Board operates under the authority of the *Persons with Developmental Disabilities Community Governance Act* and the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

The Board is responsible for developing, implementing, and evaluating plans for the provision of services for adults with developmental disabilities within the region.

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared primarily in accordance with Canadian generally accepted accounting principles for the public sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The PSAB financial statements presentation standard for government summary financial statements has been modified to more appropriately reflect the nature of the Board.

#### (a) Reporting Entity

The reporting entity is the Board, which is part of the Ministry of Seniors and Community Supports (the Ministry), and for which the Minister of Seniors and Community Supports (the Minister) is accountable. The Ministry annual report provides a more comprehensive accounting of the financial position and results of the Ministry's operations for which the Minister is accountable.

#### (b) Basis of Financial Reporting

##### Revenues

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recorded as unearned revenue.

##### Internal Government Transfers

Internal government transfers are transfers between entities within the government reporting entity where the entity making the transfer does not receive any goods or services directly in return. Internal government transfers are recognized as revenue when received.

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

##### Expenses

##### *Directly Incurred*

Directly incurred expenses are those costs the Board has primary responsibility and accountability for, as reflected in the Government's budget documents.

In addition to program operating expenses such as supplies and services, directly incurred expenses also include:

- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay.
- costs of salaries, wages and benefits related to employees assigned to the Board through an arrangement with the Department of Seniors and Community Supports. The cost of their salaries, wages and benefits is included in manpower expense.
- pension costs, which are the cost of employer contributions during the year.

Grants are recognized as expenses when authorized and eligibility criteria, if any, are met.

##### *Description of Program Expenses Reported on the Statements of Operations*

Community Living Supports – expenses incurred to assist adults with developmental disabilities to live in their home.

Employment Supports – expenses incurred to assist adults with developmental disabilities in gaining and maintaining employment.

Community Access Supports – expenses incurred to assist adults with developmental disabilities to participate in community activities and personal development activities.

Specialized Community Supports – expenses incurred to provide other unique supports that are needed to assist adults with developmental disabilities in their environment or to enhance their access to the community.

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)

#### (b) Basis of Financial Reporting (continued)

Supports to Delivery Systems – expenses incurred to provide administrative and financial support for program delivery.

Board Governance – expenses incurred in support of Board related activities.

#### *Incurred by Others*

Services contributed by other entities in support of Board operations are disclosed in Schedule 5.

#### **Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Financial assets of the Board include cash and financial claims, such as receivables from other organizations.

The threshold for capitalizing new systems development is \$250 and the threshold for major systems enhancements is \$100. The threshold for all other tangible capital assets is \$5.

#### **Liabilities**

Liabilities are recorded to the extent that they represent present obligations as a result of events and transactions occurring prior to the end of the fiscal year. The settlement of liabilities will result in sacrifice of economic benefits in the future.

#### **Net Assets/Net Liabilities**

Net assets/net liabilities represents the difference between the carrying value of assets held by the Board and its liabilities.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Notes to the Financial Statements**

Year ended March 31  
(thousands of dollars)

### **NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (continued)**

#### **(b) Basis of Financial Reporting (continued)**

##### **Valuation of Financial Assets and Liabilities**

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short-term nature of these instruments.

### **NOTE 3 ACCOUNTS RECEIVABLE**

	2010			2009
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Agencies	\$ 5,758	\$ -	\$ 5,758	\$ 1,254
Other	32	-	32	10
	<u>\$ 5,790</u>	<u>\$ -</u>	<u>\$ 5,790</u>	<u>\$ 1,264</u>

Accounts receivable are unsecured and non-interest bearing.

### **NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2010	2009
Accrued grants	\$ 4	\$ 318
Employees' accrued vacation pay and manpower costs	262	251
Accrued supplies and services	<u>7,017</u>	<u>1,530</u>
	<u>\$ 7,283</u>	<u>\$ 2,099</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### **NOTE 5 VOLUNTARY CONTRIBUTIONS**

These financial statements do not include amounts relating to voluntary contributions received for materials and services because of the difficulty in determining their fair market values.

### **NOTE 6 CONTRACTUAL OBLIGATIONS**

Contractual obligations are obligations of the Board to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	2010	2009
Obligations under operating leases, contracts and programs	\$ 49	\$ 1

Estimated payment requirements for each of the next five years and thereafter are as follows:

	Total
2010-11	\$ 8
2011-12	8
2012-13	8
2013-14	8
2014-15	8
Thereafter	9
	\$ 49

The Board contracts with service operators to provide services to adults with developmental disabilities in the region. The Board will contract for services for the year ending March 31, 2011 in a similar manner as the year ended March 31, 2010. As at March 31, 2010, contractual commitments have been signed with service operators in the amount of \$10,108 for the year ending March 31, 2011.

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Notes to the Financial Statements

Year ended March 31  
(thousands of dollars)

### NOTE 7 BENEFIT PLANS

The Board participates in the multi-employer Management Employees Pension Plan and Public Service Pension Plan. The Board also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$170 for the year ended March 31, 2010 (2009 – \$142).

At December 31, 2009, the Management Employees Pension Plan reported a deficiency of \$483,199 (2008 – deficiency of \$568,574) and the Public Service Pension Plan reported a deficiency of \$1,729,196 (2008 – deficiency of \$1,187,538). At December 31, 2009, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$39,516 (2008 – deficiency of \$7,111).

The Board also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2010, the Bargaining Unit Plan reported an actuarial deficiency of \$8,335 (2009 – deficiency of \$33,540) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$7,431 (2009 – deficiency of \$1,051). The expense for these two plans is limited to the employer's annual contributions for the year.

### NOTE 8 GRANDFATHERED CLIENTS

When the *Persons with Developmental Disabilities Community Governance Act* (the *Act*) was passed by the Alberta Legislature in 1997, the new legislation narrowed the service mandate from the previous disability supports program and established eligibility criteria.

Certain individuals and agencies were receiving services prior to the passing of the *Act* but they no longer met the new criteria for Persons with Developmental Disabilities (PDD).

In response to a recommendation from the *Building Better Bridges* report, Government directed that PDD Boards continue providing services to these individuals and agencies until service responsibility is handed-off to a more appropriate provincial program. Accordingly, expenses related to these grandfathered individuals and agencies do not comply with the *Act*.

The total cost of these services for 7 individuals that has been included in the Statements of Operations is estimated to be \$272 (2009 – 9 individuals totalling \$476).

## **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

### **Notes to the Financial Statements**

**Year ended March 31**  
**(thousands of dollars)**

#### **NOTE 9 COMPARATIVE FIGURES**

Certain 2009 figures have been reclassified to conform to the 2010 presentation.

#### **NOTE 10 APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were prepared by management and approved by the Board.

**PERSONS WITH DEVELOPMENTAL DISABILITIES  
SOUTH REGION COMMUNITY BOARD**

**Schedules to Financial Statements  
Expenses – Directly Incurred Detailed By Object**

Year ended March 31  
(Thousands of dollars)

**SCHEDULE 1**

	2010		2009
	Budget	Actual	Actual
Manpower	\$ 1,944	\$ 1,834	\$ 1,727
Supplies and services	59,054	62,059	57,362
Grants	5,632	1,952	3,698
	66,630	65,845	62,787
Valuation adjustments:			
Provision for vacation pay	8	4	11
	<u>\$ 66,638</u>	<u>\$ 65,849</u>	<u>\$ 62,798</u>

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Schedule to Financial Statements Budget**

Year ended March 31  
(thousands of dollars)

### **SCHEDULE 2**

	2009-10		
	Budget	Adjustments <sup>(a)</sup>	Final Budget
<b>Revenue</b>			
Transfer from Department of Seniors and Community Supports	\$ 66,630	\$ (1,546)	\$ 65,084
<b>Expenses – Directly Incurred</b>			
Community Living Supports	34,081	(993)	33,088
Employment Supports	3,028	(91)	2,937
Community Access Supports	14,092	(423)	13,669
Specialized Community Supports	209	(5)	204
Supports to Delivery Systems	15,080	(34)	15,046
Board Governance	140	–	140
	<u>66,630</u>	<u>(1,546)</u>	<u>65,084</u>
<b>Volunteer adjustments</b>			
Provision for vacation pay	\$	–	\$
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Net operating results</b>	<u>\$</u>	<u>\$</u>	<u>\$</u>

<sup>(a)</sup> Budget reduced by \$1,546 for the Board's allocation of the Government of Alberta's 2009-10 Value Review Savings target.

# **PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD**

## **Schedules to Financial Statements Salary and Benefits Disclosure**

Year ended March 31  
(in dollars)

### **SCHEDULE 3**

	2010			2009	
	Base Salary <sup>(a)</sup>	Other Cash Benefits <sup>(b)</sup>	Other Non-cash Benefits <sup>(c)</sup>	Total	Total
Chair of the Board <sup>(d)</sup>	\$ -	\$ 25,444	\$ -	\$ 25,444	\$ 27,608
Board Members <sup>(e)</sup>	-	71,625	-	71,625	76,114
Chief Executive Officer <sup>(f)</sup>	122,345	-	28,931	151,276	161,040
Manager, Community Resources <sup>(f)</sup>	99,130	-	24,119	123,249	122,636
Manager, Finance <sup>(f)(g)</sup>	75,705	-	19,447	95,152	64,586

Prepared in accordance with Treasury Board Directive 12/98 as amended.

(a) Base Salary includes pensionable base pay.

(b) Other cash benefits include vacation payouts, lump sum payments and honoraria.

(c) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships and union fees.

(d) These amounts represent non-cash payments made to the Chair of the Board.

(e) There are 12 Board member positions. These amounts represent non-cash payments made to the Board members during the year.

(f) Executives and managers are assigned to the Board from the Department of Seniors and Community Support and are not employees of the Board.

(g) The Finance Manager position was vacant from April 1, 2008 to August 1, 2008.

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Schedules to Financial Statements Related Party Transactions

Year ended March 31  
(thousands of dollars)

### SCHEDULE 4

Related parties are those entities consolidated or controlled by the South Region Community Board in the Province of Alberta's financial statements. Related parties also include management and the Board.

The Board and the employees seconded to it from the Department of Seniors and Community Supports paid or collected certain taxes and fees set by regulation for permits, licenses and other charges. These amounts were incurred in the normal course of business and have been excluded from this Schedule.

The Board had the following transactions with related parties recorded on the Statements of Operations and the Statements of Financial Position at the end of the year:

	2010		2009	
Revenues:				
Department of Seniors and Community Supports	\$	84,084	\$	82,130
Expenses: Directly Incurred:				
Costs:				
Alberta Health Services	\$	1	\$	111
Department of Advanced Education and Technology				
Other services:				
Alberta Health Services			\$	3,990
Department of Advanced Education and Technology			\$	300
Accounts payable	\$	2,115	\$	17
Accounts receivable	\$	24	\$	6
Contractual obligations	\$	11	\$	1



# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY SERVICES

2010-2011 FINANCIAL YEAR

ANNUAL FINANCIAL STATEMENTS

With Financials Approved by  
the Council of Directors

## SCHEDULE 4 (continued)

The Board also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not recorded in the financial statements but are disclosed in Schedule 5.

	Expenses to the Ministry		Other Expenses	
	2010	2009	2010	2009
Expenses - Incurred by Others				
Department of Infrastructure	\$	\$	\$ 490	\$ 200
Department of Health and Community Services			7	7
Service Accounts			243	243
	\$	\$	\$ 740	\$ 450

# PERSONS WITH DEVELOPMENTAL DISABILITIES SOUTH REGION COMMUNITY BOARD

## Schedule to Financial Statement

### Valuation Costs

For the year ended March 31  
(Thousands of dollars)

### SCHEDULE

Program	Expenses	2010				2009	
		Expenses – Incurred by Others	Valuation Adjustments		Total Expenses	Total Expenses	
		Housing Costs	Legal Services	Other Services	Vacation Pay		
Community Living Expenses	\$ 196	\$ -	\$ -	\$ -	\$ -	\$ 36,055	\$ 33,855
Community Support Expenses	-	-	-	-	-	2,942	2,780
Community Access Expenses	-	-	-	-	-	13,234	12,681
Recreation Expenses	-	-	-	-	-	145	107
Supports to Delivery System	213	2	245	4	14,008	13,727	
Board Governance	-	-	-	-	121	151	
		409	\$ 2	\$ 245	\$ 4	\$ 66,505	\$ 63,301

Expenses, excluding valuation adjustments.





**MINISTRY OF SENIORS AND COMMUNITY SUPPORTS**

Unaudited information

## MINISTRY OF SENIORS AND COMMUNITY SUPPORTS

### Statement of Remissions, Compromises and Write-offs

Year ended March 31, 2010

(Unaudited)

(thousands of dollars)

The following has been prepared pursuant to Section 23 of the *Financial Administration Act*. This statement includes all write-offs made or approved during that fiscal period.

#### Write-offs

Accounts receivable	\$ 99
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**For more information about Alberta Seniors and Community Supports,  
or to obtain copies of this annual report please contact:**

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